

Internal Audit Committee

Audit Report Cover Sheet

Local Name: Renton Federation of Teachers, Local 3914
State: Washington

Fiscal Year End Date: August 31, 2013

Period covered: September 1, 2012 to August 31, 2013

Number of Members: Approximately 178 (varies quarter to quarter)

Submitted by:




Gail Dugan
Audit Committee Chair

Audit Report

I, De Etta Burrell, President of Renton Federation of Teachers,
Local 3914, certify that the September 1, 2012 to August 31, 2013 financial
review/audit report was presented at a special meeting of the Executive Board on
June 10, 2014, and that it is published on our RFT web page as of June 10, 2014.

Dated this 10 day of June, 2014, at Renton,
Washington.


De Etta Burrell, President
Renton Federation of Teachers, Local 3914

**Audit Report for
Renton Federation of Teachers, Local 3914**

September 1, 2012 to August 31, 2013

The Audit Committee has examined the financial records of Renton Federation of Teachers, Local 3914 for the period September 1, 2012 to August 31, 2013 and found them to be in good order. This examination was performed by a committee made up of three RFT, Local 3914 members, and was not conducted in accordance with generally accepted accounting principles.

During the course of our examination we discovered that, while there was adequate documentation maintained for all expenditures and income, documentation could be enhanced with additional supporting materials such as copies of the meeting minutes for all general union meetings and executive meetings. The committee recommends that the annual audit be performed in September after the closing of the books of prior fiscal year. We reviewed the internal controls and recommend that financial reports should be distributed at all Executive Board meetings in the future. We observed improved details, signatures, and documentation based on the recommendations given the previous year.

Based upon our examination of beginning and ending bank statements, deposits, withdrawals, and supporting documentation including original receipts, we consider the accounting for the period of September 1, 2012 to August 31, 2013, to be accurate and reconciled. The committee found the treasurer's records to be complete and in order which accurately reflects the Renton Federation of Teachers, Local 3914, 2012-2013 end-of-year financial position.

Attached are the Net Worth Report and the Income/Expense Report for the accounting period September 1, 2012 to August 31, 2013.

Respectfully submitted:

Gail Dugan
Gail Dugan, Chair of Audit Committee

Date 6/10/14

Denise R. Jordan
Denise Jordan, Committee Member

Date 6/10/14

Cheryl Stover
Cheryl Stover, Committee Member

Date 6/10/14

Net Worth - As of 8/31/2013

As of 8/31/2013

Account	8/31/2013 Balance
ASSETS	
Cash and Bank Accounts	
Checking 1614	32,770.03
Savings 5629	49,823.30
TOTAL Cash and Bank Accounts	82,593.33
TOTAL ASSETS	82,593.33
LIABILITIES	
	0.00
OVERALL TOTAL	82,593.33

Banking Summary
9/1/2012 through 8/31/2013

Category	9/1/2012- 8/31/2013
INCOME	
Income from Dues	74,555.93
Interest Income	24.82
Other Inc -- Webpage	240.00
TOTAL INCOME	74,820.75
EXPENSES	
Accounting Services	475.00
Catering--Meetings	3,750.61
Conventions	4,753.05
Gifts & Cards For Employees	348.40
Insurance (Business)	95.00
Legal Fees	511.50
Mailbox Rental	120.00
Office Expenses (Business)	241.63
Per Capita	56,647.73
Salaries And Other Compensation	240.00
Scholarships	379.29
Travel	23.32
TOTAL EXPENSES	67,585.53
OVERALL TOTAL	7,235.22