



Dave Yost • Auditor of State



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Mrs. Kelley Campbell, Treasurer
Community Improvement Corporation of Greenhills
Hamilton County
11000 Winton Road
Greenhills, Ohio 45218

We have completed certain procedures in accordance with Ohio Rev. Code Section 117.01(G) to the accounting records and related documents of the Community Improvement Corporation of Greenhills, Hamilton County, Ohio (the Corporation) for the years ended December 31, 2014 and 2013.

Our procedures were designed solely to satisfy the audit requirements of Ohio Rev. Code Section 117.11(A). Because our procedures were not designed to opine on the Corporation's financial statements, we did not follow *generally accepted auditing standards*. We do not provide any assurance on the Corporation's financial statements, transactions or balances for the years ended December 31, 2014 and 2013.

The Corporation's management is responsible for preparing and maintaining its accounting records and related documents. Our responsibility under Ohio Rev. Code Section 117.11(A) is to examine, analyze and inspect these records and documents.

Current Year Observations

1. During 2014 and 2013, the Community Improvement Corporation (CIC) made disbursements to bands for the summer concert series. In some cases, a band wanted a cash payment in which the treasurer wrote a check to the concert chairman who cashed the check and paid the band in cash. In addition, the CIC didn't require or obtain an invoice from the band(s) to support the amount of the expenditure recorded in the CIC's ledger. Failure to maintain adequate detailed support for expenditures results in lack of accountability. We recommend the CIC require that all bands submit an invoice and maintain all documentation supporting its expenditures. Furthermore, the CIC should require that all bands be paid by check to help avoid any misappropriation of funds which may occur by paying them in cash.
2. During 2014 and 2013, receipts weren't timely posted to the ledgers. Failure to post receipts when received increases the risk that the receipts may not be recorded in the proper accounting period and that fraud could occur and not be detected in a timely manner. We recommend that receipts be posted when received.

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Handwritten signature of Dave Yost in black ink.

Dave Yost
Auditor of State

Columbus, Ohio

June 24, 2015

Corporate Centre of Blue Ash, 11117 Kenwood Road, Blue Ash, Ohio 45242
Phone: 513-361-8550 or 800-368-7419 Fax: 513-361-8577

www.ohioauditor.gov

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COMMUNITY IMPROVEMENT CORPORATION OF GREENHILLS

HAMILTON COUNTY

CLERK'S CERTIFICATION

This is a true and correct copy of the report which is required to be filed in the Office of the Auditor of State pursuant to Section 117.26, Revised Code, and which is filed in Columbus, Ohio.

Susan Babbitt

CLERK OF THE BUREAU

**CERTIFIED
JULY 9, 2015**