

May 31, 2023

Jennifer Palus
Metro Nashville Chorus
Sweet Adelines International

Dear Jennifer:

We have completed the internal financial audit of the Metro Nashville Chorus for the fiscal year ending April 30, 2023. Our internal audit committee was composed of two chorus members: Deborah Miller and Pam Kemp both of whom have accounting backgrounds. We conducted this audit via Zoom on 5/29/2023.

Using your records provided to us through Dropbox for the fiscal year dated 5/1/2022 through 4/30/2023, we reviewed deposits and disbursements for timeliness and accuracy. It was noted that since you are now using mobile deposit, each check is detailed in the register rather than just an aggregate deposit that requires more backup. This gives more transparency for your deposits. We also reviewed expenses & deposits over \$1,000 and questioned you on a few items that appeared unusual to us, and you provided adequate explanations to satisfy our concerns. In general we found your records to be in very good order.

Your use of spreadsheets and digital records of receipts and other information made this audit very easy to conduct and you are to be commended for your attention to detail.

Sincerely,



Deborah Miller
Audit Committee