



## *The Fraternal Order of Police Andrew Jackson Lodge No. 5 and Affiliates*

*Report on Results of the  
December 31, 2022 Audit*



*thank you*

FOR YOUR SERVICE



**CROSSLIN**  
CERTIFIED PUBLIC ACCOUNTANTS





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June 27, 2023

To the Board of Directors of  
The Fraternal Order of Police  
Andrew Jackson Lodge No. 5 and Affiliates  
Nashville, Tennessee

Thank you very much for the opportunity to continue to serve as your independent auditors. We are pleased to provide our report on the results of the December 31, 2022 audit of the consolidated financial statements.

A direct line of communication between our Firm and those charged with governance is essential to the proper exercise of our respective responsibilities. Our appointment involves the responsibility on our part to call to your attention any significant matters, which we believe require your consideration, either at a regularly scheduled meeting or on a more timely basis, if warranted.

The accompanying report is intended solely for the use of the Board of Directors and management and presents information regarding the audit and certain other information, which we believe will be of assistance to you. We appreciate this opportunity to communicate the contents of this report with you. If you have any questions, please call J.D. Cage, Audit Supervisor, or me anytime at (615) 320-5500.

We would like to take this opportunity to express our appreciation for the assistance and courtesy extended to us by your employees. We appreciate working with you, and we look forward to a continued relationship with The Fraternal Order of Police.

Very truly yours,

A handwritten signature in black ink that reads "Erica D. Saeger". The signature is written in a cursive, flowing style.

Erica D. Saeger  
Audit Principal



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## ***Report on Results of the December 31, 2022 Audit***

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Crosslin, PLLC, ("Crosslin") has completed our audit of the consolidated financial statements of The Fraternal Order of Police Andrew Jackson Lodge No. 5 and Affiliates (collectively the "Organization") as of December 31, 2022 and for the year then ended, and we have issued our unmodified report thereon, dated June 27, 2023.

The following discussion contains information related to our audit that is required by professional standards, and certain other information which we hope will be of assistance to you.

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## ***Independence***

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Our professional standards require that we communicate, at least annually, with you regarding all relationships between Crosslin and the Organization that, in our professional judgment, may reasonably be thought to bear on our independence. We have prepared the following comments to facilitate our discussion with you regarding independence matters.

We are not aware of any relationships between Crosslin and the Organization that, in our professional judgment, may reasonably be thought to bear on our independence that have occurred during the period from January 1, 2021 through the date of this letter.

Crosslin has provided certain non-attest services to the Organization. These services were performed within the independence guidelines of the American Institute of Certified Public Accountants ("AICPA"). Specifically, we did not take on any responsibilities of management and made no management decisions regarding the non-attest services provided.

We confirm that, as of the date of this report, we are independent accountants with respect to the Organization, within the requirements of the AICPA.

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## ***Engagement Personnel***

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The following is the Customer Service team:

Erica Saeger	Audit Principal
David Hunt	Concurring Principal
J.D. Cage	Audit Supervisor
Meg Rechner	Audit Senior
Victoria Burgess	Audit Staff



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## ***Our Responsibility Under U.S. Generally Accepted Auditing Standards***

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Our responsibility, as described by professional standards, is to plan and perform our audit to obtain reasonable, but not absolute, assurance about whether the consolidated financial statements are free of material misstatement and are fairly presented in accordance with U.S. generally accepted accounting principles. Because an audit is designed to provide reasonable, but not absolute assurance and because we did not perform a detailed examination of all transactions, there is a risk that material misstatements may exist and not be detected by us.

In planning and performing our audit, we considered the Organization's internal control over financial reporting in order to determine our auditing procedures, but not to provide any assurance on the internal control over financial reporting. Accordingly, we do not express an opinion on the effectiveness of the Organization's internal control.

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## ***Management Judgments and Accounting Estimates***

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Accounting estimates are an integral part of the consolidated financial statements prepared by management and are based on management's current judgments. Those judgments are normally based on knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the consolidated financial statements and because of the possibility that future events affecting them may differ significantly from those expected. Significant accounting estimates reflected in the 2022 consolidated financial statements include the allocation of functional expenses.

The basis for our conclusions as to the reasonableness of the estimates when considered in the context of the consolidated financial statements taken as a whole, as expressed in our auditor's report, is our review and tests of the process used by management to develop the estimates. During the year ended December 31, 2022, we are not aware of any significant changes in the methodology surrounding accounting estimates or in management's judgements relating to such estimates.



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## ***Audit Adjustments***

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For purposes of this letter, professional standards define an audit adjustment as a proposed correction of the consolidated financial statements that, in our judgment, may not have been detected except through our auditing procedures. An audit adjustment may or may not indicate matters that could have a significant effect on an organization's financial reporting process (that is, cause future financial statements to be materially misstated).

During the course of the audit, we proposed several adjustments which are described in Appendix A.

The entries identified during the audit have been received, accepted, and should be recorded by management within the consolidated financial statements. A list of uncorrected misstatements is included in Appendix D. Management has concluded the uncorrected adjustments are immaterial to the financial statements as a whole.

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## ***Significant Accounting Policies***

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Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the Organization are described in Note B to the consolidated financial statements. Based on our audit, we believe the Organization's significant accounting policies are appropriate and comprehensive under U.S. generally accepted accounting principles.

We noted no matters that would require us, under professional standards, to inform you about (1) the methods used to account for significant unusual transactions and (2) the effect of significant accounting policies in controversial or emerging areas for which there is a lack of authoritative guidance or consensus.

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## ***Alternative Accounting Treatments***

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We had no discussions with management regarding alternative accounting treatments within accounting principles generally accepted in the United States of America for policies and practices related to material items including recognition, measurement, and disclosure considerations related to the accounting for specific transactions as well as general accounting policies related to the period ended December 31, 2022.



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### ***Management Consultations with Other Independent Accountants***

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In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a “second opinion.” If a consultation involves application of an accounting principle to the Organization’s consolidated financial statements or a determination of the type of auditor’s opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

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### ***Disagreements with Management***

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For purposes of this letter, professional standards define a disagreement with management as a matter, whether or not resolved to our satisfaction, concerning a financial accounting, reporting, or auditing matter that could be significant to the consolidated financial statements or the auditor’s report. We had no disagreements during the course of our audit.

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### ***Difficulties Encountered in Performing the Audit***

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We encountered the following significant difficulties in performing our audit:

- Prior year entries for multiple audits had not been recorded, which resulted in allocating additional time, to figure out which journal entries were needed to be made to ensure net assets properly rollforward.
- As eliminating journal entries were not provided, a significant amount of time was spent reviewing all transactions on the general ledger detail in order to find transactions occurring between affiliates.
- For our testing selections, we had to search through the entire FOP general ledger and other Quickbooks records in order to locate the proper support.

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### ***Fraud and Illegal Acts***

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We did not identify any material fraudulent or illegal acts during the course of our audit, nor were any disclosed to us by management or the Board.



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### ***Areas of Audit Emphasis***

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- Cash and cash equivalents
- Investments
- Accounts payable and other liabilities
- Classification of net assets
- Membership dues, contribution revenues, and other support
- Expenses, including functional allocations by program and supporting

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### ***Management Representations***

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We have requested certain written representations from management that are included in the management representation letter. This letter is included for informational purposes at Appendix B.

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### ***Management Letter***

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During the course of our audit, we remain aware for areas of deficiencies in internal control or areas where the Organization could improve controls or operations. The observations noted and our corresponding recommendations and benefits are included in the letter at Appendix C.



**Client:** FRATERNAL ORDER OF POLICE ANDREW JACKSON LODGE NO. 5  
**Engagement:** FOP Lodge No 5 2022 Audit  
**Current Period:** 12/31/2022  
**Workpaper:** AJE's

Account	Description	Workpaper Reference	Debit	Credit	Net Income Effect
<b>AJE #1</b>					
FOP Lodge - To adjust bg depr balances to py and record cy depr. To adjust bg balances to prior year.					
FOP-5210	Depreciation	M-1	16,403.00	-	
FOP-3900	Retained Earnings		116,929.00	-	
FOP-1615	A/D - Building		-	13,208.00	
FOP-1625	A/D - Building Improvements		-	95,992.00	
FOP-1635	A/D - Office Equipment		-	24,132.00	
FOP-1620	Building Improvements		41,064.00	-	
FOP-1630	Office Equipment		6,509.00	-	
FOP-3900	Retained Earnings		-	47,573.00	
<b>Total</b>			<b>180,905.00</b>	<b>180,905.00</b>	<b>(16,403.00)</b>
<b>AJE #2</b>					
FOP YC - To adjust bg depr balances to py and record cy depr. To adjust bg balances to prior year.					
PYC-6150-001	Depreciation Expense	M-2	48,663.00	-	
PYC-3200-001	Retained Earnings		164,763.00	-	
PYC-1511-001	A/D - Building		-	23,134.00	
PYC-1521-001	A/D - Building Improvements		-	88,358.00	
PYC-1531-001	A/D - Office Equipment		-	3,486.00	
PYC-1541-001	A/D - Camp Equipment		-	98,448.00	
PYC-1520-001	Building Improvements		129,420.00	-	
PYC-1530-001	Office Equipment		560.00	-	
PYC-1540-001	Camp Equipment		35,139.00	-	
PYC-3200-001	Retained Earnings		-	165,119.00	
<b>Total</b>			<b>378,545.00</b>	<b>378,545.00</b>	<b>(48,663.00)</b>
<b>AJE #3</b>					
FOP NFF - To adjust bg depr balances to py and record cy depr. To adjust bg balances to prior year.					
NFF-6151-003	Depreciation Expense	M-3	4,377.00	-	
NFF-3200-003	Retained Earnings		4,377.00	-	
NFF-1755-003	A/D - Vehicles		-	8,754.00	
NFF-1750-003	Vehicles		33,090.00	-	
NFF-3200-003	Retained Earnings		-	33,090.00	
<b>Total</b>			<b>41,844.00</b>	<b>41,844.00</b>	<b>(4,377.00)</b>
<b>AJE #4</b>					
To reclassify expenses out of CPR accounts for presentation purposes.					
PYC-5072-001	CPR Program Expense		20,000.00	-	
PYC-5058-001	Caring Police Respond		-	20,000.00	
NFF-5003-003	CPR Program Expense		46,074.00	-	
NFF-4000-003	Caring Police Respond		-	46,074.00	
<b>Total</b>			<b>66,074.00</b>	<b>66,074.00</b>	<b>-</b>
<b>AJE #5</b>					
To reverse entry made by quickbooks related to a cash transfer. Error due to system limitations.					
FOP-4932	Services		15,000.00	-	
FOP-1200	Accounts Receivable		-	15,000.00	
<b>Total</b>			<b>15,000.00</b>	<b>15,000.00</b>	<b>(15,000.00)</b>
<b>AJE #6</b>					
To properly capitalize fixed asset purchases during the fiscal year.					
PYC-1520-001	Building Improvements		22,371.00	-	
PYC-5009-001	Administrative:Maintenance		-	22,371.00	
PYC-1520-001	Building Improvements		8,250.00	-	
PYC-5014-001	Administrative:Maintenance:Building Repairs		-	8,250.00	
PYC-1540-001	Camp Equipment		22,129.00	-	
PYC-5016-001	Administrative:Maintenance:Equipment - New		-	22,129.00	
PYC-5016-001	Administrative:Maintenance:Equipment - New		13,499.00	-	
PYC-4912-001	Gain on Sale of Equipment		-	6,000.00	
PYC-4991-001	Reimbursements		-	7,499.00	
PYC-1550-001	Construction in Progress		3,256.00	-	
PYC-5019-001	Administrative:Maintenance:New Building		-	3,256.00	
PYC-1540-001	Camp Equipment		4,449.00	-	

PYC-5073-001	Equipment	-	4,449.00	
FOP-1620	Building Improvements	17,940.00	-	
FOP-5040	Committees:Building:General Repairs	-	17,940.00	
<b>Total</b>		<b><u>91,894.00</u></b>	<b><u>91,894.00</u></b>	<b><u>78,395.00</u></b>
<b>AJE #7</b>				
To properly roll net assets.				
FOP-3001	Opening Balance Equity	-	10,963.00	
FOP-3900	Retained Earnings	961.00	-	
FOP-5113	Miscellaneous	10,002.00	-	
PYC-3000-001	Opening Balance Equity	75,265.00	-	
PYC-3200-001	Retained Earnings	-	54,441.00	
PYC-4931-001	Uncategorized Income	-	20,824.00	
NFF-3000-003	Opening Balance Equity	-	22,997.00	
NFF-3200-003	Retained Earnings	22,996.00	-	
NFF-5001-003	Office/General Administrative Expenses	1.00	-	
<b>Total</b>		<b><u>109,225.00</u></b>	<b><u>109,225.00</u></b>	<b><u>10,821.00</u></b>
<b>AJE #8</b>				
To dispose of lawn mower sold during fiscal year.				
PYC-1540-001	Camp Equipment	-	10,000.00	
PYC-1541-001	A/D - Camp Equipment	10,000.00	-	
<b>Total</b>		<b><u>10,000.00</u></b>	<b><u>10,000.00</u></b>	<b><u>-</u></b>
<b>AJE #9</b>				
To record transfer from FOP that was not recorded on PAC's side.				
PAC-1010-002	MpdCU - Share 70	11,528.00	-	
PAC-4020-002	Deposit	-	11,528.00	
<b>Total</b>		<b><u>11,528.00</u></b>	<b><u>11,528.00</u></b>	<b><u>11,528.00</u></b>
<b>AJE #10</b>				
To properly record AP at year end.				
PYC-5068-001	Credit Card Payment	21,119.00	-	
PYC-2000-001	Accounts Payable	-	21,119.00	
FOP-2000	Accounts Payable	282.00	-	
FOP-5108	Credit Card payment	-	282.00	
<b>Total</b>		<b><u>21,401.00</u></b>	<b><u>21,401.00</u></b>	<b><u>(20,837.00)</u></b>
<b>GRAND TOTAL</b>		<b><u>926,416.00</u></b>	<b><u>926,416.00</u></b>	<b><u>(4,536.00)</u></b>

June 27, 2023

Crosslin, PLLC  
The Astoria  
3803 Bedford Avenue, Suite 103  
Nashville, TN 37027

This representation letter is provided in connection with your audits of the consolidated financial statements of the Fraternal Order of Police Andrew Jackson Lodge No. 5 and Affiliates (the “Organization”), which comprise the consolidated statements of financial position as of December 31, 2022 and 2021, and the related consolidated statements of activities, functional expenses, and cash flows for the years then ended, and the disclosures (collectively, the “financial statements”), for the purpose of expressing an opinion as to whether the financial statements are presented fairly, in all material respects, in accordance with accounting principles generally accepted in the United States (U.S. GAAP).

Certain representations in this letter are described as being limited to matters that are material. Items are considered material, regardless of size, if they involve an omission or misstatement of accounting information that, in light of surrounding circumstances, makes it probable that the judgment of a reasonable person relying on the information would be changed or influenced by the omission or misstatement. An omission or misstatement that is monetarily small in amount could be considered material as a result of qualitative factors.

We confirm, to the best of our knowledge and belief, as of June 27, 2023, the following representations made to you during your audit.

**Financial Statements**

- 1) We have fulfilled our responsibilities, as set out in the terms of the audit engagement letter dated May 4, 2022, including our responsibility for the preparation and fair presentation of the financial statements in accordance with U.S. GAAP.
- 2) The financial statements referred to above are fairly presented in conformity with U.S. GAAP.
- 3) We acknowledge our responsibility for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.
- 4) We acknowledge our responsibility for the design, implementation, and maintenance of internal control to prevent and detect fraud.
- 5) Significant assumptions we used in making accounting estimates, including those measured at fair value, are reasonable.


- 6) Related-party relationships and transactions have been appropriately accounted for and disclosed in accordance with U.S. GAAP.
- 7) All events subsequent to the date of the financial statements and for which U.S. GAAP requires adjustment or disclosure have been adjusted or disclosed.
- 8) The effects of uncorrected misstatements are immaterial, both individually and in the aggregate, to the financial statements as a whole. A list of uncorrected misstatements is attached to the representation letter.
- 9) The effects of all known actual or possible litigation, claims, and assessments have been accounted for and disclosed in accordance with U.S. GAAP.
- 10) Significant estimates and material concentrations have been appropriately disclosed in accordance with U.S. GAAP.
- 11) Guarantees, whether written or oral, under which the Organization is contingently liable, have been properly recorded or disclosed in accordance with U.S. GAAP.

**Information Provided**

12) We have provided you with:

- a) Access to all information, of which we are aware, that is relevant to the preparation and fair presentation of the financial statements, such as records (including information obtained from outside of the general and subsidiary ledgers), documentation, and other matters.
  - b) Additional information that you have requested from us for the purpose of the audit.
  - c) Unrestricted access to persons within the Organization from whom you determined it necessary to obtain audit evidence.
  - d) Minutes of the meetings of the governing board or summaries of actions of recent meetings for which minutes have not yet been prepared.
- 13) All material transactions have been recorded in the accounting records and are reflected in the financial statements.
- 14) We have disclosed to you the results of our assessment of the risk that the financial statements may be materially misstated as a result of fraud.
- 15) We have no knowledge of any fraud or suspected fraud that affects the Organization and involves:
- a) Management,
  - b) Employees who have significant roles in internal control, or

- c) Others where the fraud could have a material effect on the financial statements.
- 16) We have no knowledge of any allegations of fraud or suspected fraud affecting the Organization's financial statements communicated by employees, former employees, grantors, regulators, or others.
- 17) We have no knowledge of any instances of noncompliance or suspected noncompliance with laws and regulations whose effects should be considered when preparing financial statements.
- 18) We have disclosed to you all known actual or possible litigation, claims, and assessment whose effects should be considered when preparing the financial statements.
- 19) We have disclosed to you the names of all of the Organization's related parties and all the related-party relationships and transactions, including any side agreements.
- 20) The Organization has satisfactory title to all owned assets, and there are no liens or encumbrances on such assets nor has any asset been pledged as collateral.
- 21) We are responsible for compliance with the laws, regulations, and provisions of contracts and grant agreements applicable to us.
- 22) The Fraternal Order of Police Andrew Jackson Lodge No. 5, and the Andrew Jackson Police Youth Camp, along with the Nashville Fraternal Order of Police Foundation are exempt organizations under Section 501(c)(8) and Section 501(c)(3), respectively, of the Internal Revenue Code. Any activities of which we are aware that would jeopardize the Organization's tax-exempt status, and all activities subject to tax on unrelated business income or excise or other tax, have been disclosed to you. All required filings with tax authorities are up-to-date.
- 23) We acknowledge our responsibility for presenting the consolidating statements of financial position as of December 31, 2022 and 2021 and the consolidating statements of activities and functional expenses for the years then ended in accordance with U.S. GAAP, and we believe the consolidating schedules as noted above, including its form and content, is fairly presented in accordance with U.S. GAAP. The methods of measurement and presentation of the consolidating schedules have not changed from those used in the prior period, and we have disclosed to you any significant assumptions or interpretations underlying the measurement and presentation of the supplementary information.

  
\_\_\_\_\_  
James Smallwood, President

  
\_\_\_\_\_  
Brandon Tennant, Treasurer



June 27, 2023

The Board of Directors  
Fraternal Order of Police  
Andrew Jackson Lodge No. 5 & Affiliates  
Nashville, Tennessee

Dear Directors,

In planning and performing our audit of the consolidated financial statements of the Fraternal Order of Police Andrew Jackson Lodge No. 5 and Affiliates (collectively the "Organization") as of and for the year ended December 31, 2022, in accordance with auditing standards generally accepted in the United States of America, we considered the Organization's internal control over financial reporting (internal control) as a basis for designing our auditing procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Organization's internal control. Accordingly, we do not express an opinion on the effectiveness of the Organization's internal control.

Our consideration of internal control was for the limited purpose described in the preceding paragraph and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and, therefore, material weaknesses or significant deficiencies may exist that were not identified. However, as discussed below, we identified certain deficiencies in internal control that we consider to be material weaknesses and other deficiencies that we consider to be significant deficiencies.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the Organization's financial statements will not be prevented, or detected and corrected on a timely basis.



We consider the following deficiency in the Organization's internal control to be a material weakness:

### **Recording Audit Journal Entries**

#### Observation

During our review of the preliminary general ledger, we noted that audit adjustments proposed by Crosslin in the prior year and previous prior years had not been properly recorded. This resulted in the beginning and ending balances being materially incorrect.

#### Recommendation and Benefit

We recommend that all audit adjustments proposed during the audit, which are approved by management, be recorded timely in QuickBooks. Consequently, management should reverse any audit adjusting entries in the subsequent period, when required. This will allow the Organization to present financials in QuickBooks that agree to the audit report and reduce audit adjustments in the following period.

#### Management's Response

*The FOP Treasurer is responsible for proper recording of financial information and will make the appropriate adjustments with the assistance of information provided by Crosslin during the audit process.*

\* \* \* \* \*

A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness yet important enough to merit attention by those charged with governance. We consider the following deficiencies in the Organization's internal control to be significant deficiencies:

### **Property and Equipment Records**

#### Observation

At the present time, property and equipment records are not maintained by the Organization's management, instead relying on the auditors.



### Recommendation and Benefit

We recommend that Organization maintain detailed property and equipment records and reconcile these records to the general ledger on a timely basis to ensure accurate accounting for all property and equipment. Specifically, property and equipment records should include the following data:

- Description of the property and equipment;
- Cost, voucher number, and vendor name;
- Date placed in service;
- Estimated useful life;
- Depreciation method (for both accounting and tax purposes);
- Depreciation expense and accumulated depreciation for the year (for both accounting and tax purposes); and
- Date property and equipment are retired and selling price if applicable.

Complete information such as the above on all property and equipment would improve control for the safeguarding of these assets, which are significant in costs. Better assessment and evaluation could also be made regarding the reliability of certain property and equipment and the need for replacements, etc.

### Management's Response

*We will work with the auditors during the fiscal year 2023 audit to ensure that the property listing is updated through year end.*

\* \* \* \* \*

In addition, during our audit, we noted certain matters involving the internal control and other operational matters that are presented for your consideration. This letter does not affect our report dated June 27, 2023 on the consolidated financial statements of the Organization. We will review the status of these comments during our next audit engagement. Our comments and recommendations, all of which have been discussed with appropriate members of management, are intended to improve the internal control or result in other operating efficiencies. We will be pleased to discuss these comments in further detail at your convenience, perform any additional study of these matters, or assist you in implementing the recommendations. Our comments are summarized as follows:





## **Accounts Payable**

### Observation

During our search for unrecorded liabilities, we noted purchases made on credit cards (prior to 12/31/2022) had not been recorded in accounts payable as of year-end.

### Recommendation and Benefit

Proper cutoffs are key to the accuracy of the accrual basis of accounting. We recommend that the Organization perform their own search for unrecorded liabilities at year-end to ensure proper cutoff of expenses.

### Management Response

*We will review this and attempt to implement appropriate cutoff dates to avoid this going forward.*

## **Formal Capitalization Policy**

### Observation

During our discussions with management, it was noted that the Organization does not have a formal capitalization policy for property and equipment. This leaves the Organization open to the possibility that property and equipment will not be appropriately recorded, depreciated, or reported for accounting or tax purposes.

### Recommendation and Benefit

We recommend management implement a formal capitalization policy requiring all property and equipment costing more than an established amount, such as \$1,000, for both the Lodge and the Youth Camp to be capitalized and depreciated over the property and equipment's useful lives. In addition to implementing a formal capitalization policy, we recommend that management ensure that the formal capitalization policy is followed on a consistent basis. The implementation of a formal capitalization policy will allow the Organization to properly track property and equipment and help meet reporting requirements required by U.S. GAAP.

### Management's Response

*We will work to implement a capitalization policy before the new fiscal year begins.*



## **Reporting of Revenue and Expense Transactions**

### Observation

During our testing of revenue and expense transactions, we noted on several occasions that the Organization was netting revenues and expenses. This is not in accordance with generally accepted accounting principles and leads to improper financial reporting.

### Recommendation and Benefit

We recommend that the Organization record transactions to the proper accounts when revenue is earned and expenses are incurred. This will allow the Organization to properly assess and track revenues and expenses throughout the year, resulting in more accurate financials for making managerial decisions, which will result in fewer proposed audit adjustments.

### Management's Response

*The recording of revenue and expenses is the responsibility of the lodge Treasurer. The lodge Treasurer will be reaching out to get clarification from Crosslin to ensure that these transactions are being recorded appropriately.*

\* \* \* \* \*

We believe that the implementation of these recommendations will provide the Organization with a stronger system of internal control while also making its operations more efficient. We will be happy to discuss the details of these recommendations with you and assist in any way possible with their implementation.

This communication is intended solely for the information and use of management, the Board of Directors, and others within the Organization and is not intended to be and should not be used by anyone other than these specified parties.

Very truly yours,

*Crosslin, PLLC*

CROSSLIN, PLLC

## NPO-CX-12.2: Audit Difference Evaluation Form

Index 212

Entity: FOP Lodge No. 5 Statement of Financial Position Date: 12/31/2022

Completed by: MR Date: 6/21/2023

**Instructions:** This form may be used to accumulate audit differences (AD) that are not considered clearly trivial in amount, nature, or circumstances (documented at Step 5 of NPO-CX-2.1). This form should not include normal closing entries. At the end of the audit, evaluate all uncorrected audit differences, individually and in the aggregate, in relation to individual amounts, subtotals, or totals in the financial statements and conclude on whether they materially misstate the financial statements taken as a whole. This form also provides a space to document any misstatements of disclosures (including quantitative and qualitative disclosures) that are considered when evaluating misstatements in the aggregate. Before evaluating the effect of uncorrected misstatements, reassess whether materiality is still appropriate based on the entity's actual financial results. The notes following the table provide explanations and a listing of qualitative considerations in evaluating materiality. The form allows for quantifying the effect of misstatements using both the rollover and iron curtain methods, as appropriate. You need to be familiar with the guidance in section 1112 before completing this form.

Description (Nature) of Audit Difference (AD)	Factual (F), Judgmental (J), or Projected (P)	Cause	W/P Reference	Financial Statement Effect—Amount of Over (Under) Statement of:						Change in Net Assets	Working Capital
				Total Assets	Total Liabilities	Net Assets	Revenues	Expenses			
<b>FY22 (Same as FY 21):</b>										\$0	
Outstanding Items on 1020 Metro CU Checking - S 75, not being adjusted properly when cleared (i.e. Items outstanding dated back to 2014)		Improper bank reconciliations	A-1.1	-\$12,491		-\$12,491	-\$12,491			-\$12,491	
Death benefit transfer from one FOP bank account to another		Transfer improperly recorded as revenue	10-2	\$20,000			\$20,000			\$20,000	
										\$0	
										\$0	
										\$0	
										\$0	
										\$0	
										\$0	
<b>Total</b>				\$7,509	\$0	-\$12,491	\$7,509	\$0		\$7,509	\$0
Less Audit Adjustments Subsequently Booked										\$0	
Unadjusted AD—Current Year (Iron Curtain Method)				\$7,509	\$0	-\$12,491	\$7,509	\$0		\$7,509	\$0
Effect of Unadjusted AD—Prior Years							\$12,491			\$12,491	
Combined Current and Prior Year AD (Rollover Method)				\$7,509	\$0	-\$12,491	\$20,000	\$0		\$20,000	\$0
Financial Statement Caption Totals				\$3,681,988	\$52,893	\$3,629,095	\$1,531,439	\$1,258,953		\$272,486	
Current Year AD as % of FS Captions (Iron Curtain Method)				0.20%	0.00%	-0.34%	0.49%	0.00%		2.76%	0.00%
Current and Prior Year AD as % of FS Captions (Rollover Method)				0.20%	0.00%	-0.34%	1.31%	0.00%		7.34%	0.00%