

VILLAGE OF LEAWOOD
Review and Verification of Financial Transactions
By the Board of Trustees
For Calendar Year Ending December 31, 2023

Procedures for Review and Verification of Financials

The board of trustees met bi-monthly (January, March, May, July, September, and November in 2023). Board also had special meetings on May 14th and August 16th. The bi-monthly meeting agendas were included in the Leawood Ledger that was mailed to residents prior to the meeting and posted at the meeting location. Special meeting agendas were posted at the meeting location. The bi-monthly agenda always included approval of bills for payment; review of financial transactions and statements; and other issues for discussion.

1. The treasurer submitted a listing of the bills for payment with the necessary supporting documentation.
2. The treasurer submitted a bank register of checks and deposits and ending balance along with original bank statements.
3. The trustees would then approve and sign the documents that were prepared by the treasurer.
4. The chairperson would review the financial statements. Attached are the financial statements for December 31, 2023. These same types of statements were submitted and reviewed at each bi-monthly meeting. The trustees would sign and approve these financial statements.

Statement by Board of Trustees

The Board of Trustees hereby verify that the above procedures were followed at the 2023 meetings as verification of financial transactions, which then are reflected in the financial statements for 12/31/2023. The trustees further verify that the cash balances per book of \$58,409.53 in checking operating a/c # 60798; \$55,504.62 in money market, a/c # 1315226; \$10,147.43 in sales tax revenue a/c #1539302 and \$400,000.00 in certificates of deposits were reconciled to original bank statements from Community Bank & Trust with no reconciling items. There is \$10,701.37 unpaid interest income on March 29, 2023, 11-month certificates of deposits. Total cash available is \$524,061.58, which is an increase of \$71,171 from last year. The certificates of deposits include \$137,517.76 restricted funds from the American Rescue Plan Act (due to federal government Covid legislation).

Signature of Trustees

Denis Desmond, Fran Owen, and Dale Owen were on board during 2023. Beverly Kiehl resigned on May 18th and was replaced by Billy Bowers. Brad Long resigned on July 20th and was replaced by Dan Gremaud.

Denny Desmond, Chairperson

Billy Bowers, -Vice Chairperson

Dan Gremaud, Treasurer

Fran Owen, Secretary

Dale Owen, Clerk