

STATE OF NORTH CAROLINA

FINANCIAL STATEMENT AUDIT REPORT OF

CATAWBA COUNTY PARTNERSHIP FOR CHILDREN

HICKORY, NORTH CAROLINA

FOR THE YEAR ENDED JUNE 30, 2000

OFFICE OF THE STATE AUDITOR

RALPH CAMPBELL, JR.

STATE AUDITOR

FINANCIAL STATEMENT AUDIT REPORT OF

CATAWBA COUNTY PARTNERSHIP FOR CHILDREN

HICKORY, NORTH CAROLINA

FOR THE YEAR ENDED JUNE 30, 2000

BOARD OF DIRECTORS

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Ralph Campbell, Jr. State Auditor

Office of the State Auditor

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AUDITOR'S TRANSMITTAL

The Honorable Michael F. Easley, Governor The General Assembly of North Carolina Board of Directors, Catawba County Partnership for Children

This report presents the results of our financial statement audit of the Catawba County Partnership for Children (Catawba Partnership) as of and for the year ended June 30, 2000. Our audit was made by authority of Article 5A of G.S. §147.

The accounts and operations of the Catawba Partnership were subject to audit procedures as we considered necessary for us to report on the accompanying financial statement. The audit procedures were conducted in accordance with generally accepted auditing standards and *Government Auditing Standards* issued by the Comptroller General of the United States.

The audit of the Catawba Partnership was made in conjunction with the Early Childhood Initiatives (Smart Start) program authorized by G.S. 143B-168.10-.16. This statute created the North Carolina Partnership for Children, Inc. and required the implementation of local demonstration projects (local partnerships). The Catawba Partnership is one of these local partnerships. As such, the Catawba Partnership is a private nonprofit 501(c)(3) organization and is required by G.S. 143B-168.14(b) to have an annual financial and compliance audit conducted by the State Auditor.

The purpose of this report is to present the results of our audit on the accompanying financial statement. A summary of our reporting objectives and audit results are:

1. Objective - Express an opinion on the financial statement.

Results – The accompanying financial statement presents fairly, in all material respects, the amounts and disclosures made in accordance with the regulatory basis of accounting established by the North Carolina Partnership for Children, Inc. These matters are described in the Independent Auditor's Report.

2. Objective - Present instances of noncompliance, if any, with laws, regulations, contracts, or grants.

Results - Our tests disclosed no instances of noncompliance which require disclosure herein under *Government Auditing Standards*.

AUDITOR'S TRANSMITTAL (CONCLUDED)

- **3. Objective** Present significant deficiencies, if any, in internal control over financial reporting which could adversely affect the Catawba Partnership's ability to record, process, summarize, and report financial data in the financial statement.
 - **Results** Our tests disclosed no material weaknesses in the internal control over financial reporting which require disclosure herein under *Government Auditing Standards*.

North Carolina General Statutes require the State Auditor to make audit reports available to the public. Copies of audit reports issued by the Office of the State Auditor may be obtained through one of the options listed in the back of this report.

Ralph Campbell, Jr.

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State Auditor

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INDEPENDENT AUDITOR'S REPORT

Board of Directors Catawba County Partnership for Children Hickory, North Carolina

We have audited the accompanying Statement of Receipts, Expenditures, and Net Assets - Regulatory Basis of the Catawba County Partnership for Children (Catawba Partnership) as of and for the year ended June 30, 2000. This financial statement is the responsibility of the Catawba Partnership's management. Our responsibility is to express an opinion on this financial statement based on our audit.

We conducted our audit in accordance with generally accepted auditing standards and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statement is free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statement. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

As described in Note 1, the accompanying financial statement was prepared on the regulatory basis of accounting as prescribed by the North Carolina Partnership for Children, Inc., which is a comprehensive basis of accounting other than generally accepted accounting principles.

In our opinion, the financial statement referred to above presents fairly, in all material respects, the net assets of the Catawba County Partnership for Children as of June 30, 2000, and the results of its operations for the year then ended, on the basis of accounting described in Note 1.

In accordance with *Government Auditing Standards*, we have also issued our report dated March 7, 2001 on our consideration of the Catawba Partnership's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grants. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should be read in conjunction with the independent auditor's report in considering the results of our audit.

INDEPENDENT AUDITOR'S REPORT (CONCLUDED)

Our audit was made for the purpose of forming an opinion on the basic financial statement of the Catawba County Partnership for Children taken as a whole. The accompanying supplementary schedules are presented for purposes of additional analysis and are not a required part of the basic financial statement. The information in these schedules has been subjected to the auditing procedures applied in the audit of the basic financial statement and, in our opinion, is fairly stated in all material respects in relation to the basic financial statement taken as a whole.

This report is intended solely for the information and use of the management of the partnership, the North Carolina Partnership for Children, Inc., the Governor, and the General Assembly and is not intended to be, and should not be, used by anyone other than these specified parties.

Ralph Campbell, Jr.

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State Auditor

March 7, 2001

Catawba County Partnership for Children Statement of Receipts, Expenditures, and Net Assets - Regulatory Basis For the Year Ended June 30, 2000

	Unrestricted Funds			Te	emporarily			
	S	Smart Start Fund		Other Funds	F	Restricted Funds		Total Funds
Receipts: State Awards (less refunds of \$8,594) Private Contributions Special Fund Raising Events Interest and Investment Earnings Sales Tax Refunds	\$	2,788,453	\$	14,500 2,104 2,291 25,490 14,295	\$	0	\$	2,802,953 2,104 2,291 25,490 14,295
Total Receipts		2,788,453		58,680				2,847,133
Net Assets Released from Restrictions: Satisfaction of Program Restrictions				152		(152)		
		2,788,453		58,832		(152)		2,847,133
Expenditures: Programs:								
Child Care and Education Quality Child Care and Education Affordability Health and Safety Family Support Support:		939,093 77,720 336,864 1,016,296		1,406				940,499 77,720 336,864 1,016,296
Management and General Program Evaluation Other:		253,015 21,977		27,391				280,406 21,977
Sales Tax Paid				15,897				15,897
Total Expenditures		2,644,965		44,694				2,689,659
Excess of Receipts Over Expenditures Net Assets at Beginning of Year		143,488 15,724		14,138 9,048		(152) 152		157,474 24,924
Net Assets at End of Year	\$	159,212	\$	23,186	\$	0	\$	182,398
Net Assets Consisted of: Petty Cash Cash on Deposit Refunds Due From Contractors	\$	150 124,839 34,223	\$	200 22,986	\$	0	\$	350 147,825 34,223
	\$	159,212	\$	23,186	\$	0	\$	182,398

The accompanying notes to the financial statement are an integral part of this statement.

CATAWBA COUNTY PARTNERSHIP FOR CHILDREN NOTES TO THE FINANCIAL STATEMENT JUNE 30, 2000

NOTE 1 - SIGNIFICANT ACCOUNTING POLICIES

- **A.** Organization and Purpose The Catawba County Partnership for Children (Catawba Partnership) is a legally separate nonprofit organization incorporated on April 23, 1994. The Catawba Partnership was established to develop and provide, through public and private means, early childhood education and development services for children and families. The Catawba Partnership is tax-exempt as an organization described in Section 501(c)(3) of the Internal Revenue Code.
- **B.** Basis of Presentation The accompanying financial statement presents all funds for which the Catawba Partnership's Board of Directors is responsible. In accordance with Statement of Financial Accounting Standards (SFAS) No. 117 "Financial Statements of Not-For-Profit Organizations," the accompanying financial statement presents information according to three classes of net assets: unrestricted net assets, temporarily restricted net assets, and permanently restricted net assets. As permitted by this Statement, temporarily restricted contributions received and expended in the same year are reported as unrestricted receipts rather than as temporarily restricted receipts.

Contributions that are temporarily restricted and not expended within the year received are reported as an increase in temporarily restricted net assets. When the restriction expires (that is, when a stipulated time restriction ends or purpose restriction is accomplished), temporarily restricted net assets are reclassified to unrestricted net assets and reported in the statement of receipts, expenditures, and net assets as net assets released from restrictions.

The Catawba Partnership did not have any temporarily or permanently restricted net assets at June 30, 2000.

C. Basis of Accounting - The accompanying financial statement was prepared on the regulatory basis of accounting as prescribed by the North Carolina Partnership for Children, Inc. This basis differs from generally accepted accounting principles primarily because it recognizes long lived assets and other costs which benefit more than one period as expended in the year purchased; it recognizes revenue when received rather than when earned, and it recognizes expenditures when paid rather than when incurred.

D. Refunds Due From Contractors - Refunds due from contractors represent the unexpended amount of advances to contractors at year end which are to be refunded back to the State. As recoveries are collected, the receivable balance is reduced. Payments to the State for the recovered advances are recorded as a reduction to the state awards balance.

NOTE 2 - DEPOSITS

All funds of the Catawba Partnership are deposited in a board-designated bank which potentially subjects the Catawba Partnership to a concentration of credit risk. The Catawba Partnership had the following balances in established accounts at June 30, 2000:

	Book	Bank
	Balance	Balance
~	*	
Checking Account	\$ 147,825	\$ 223,697

The Catawba Partnership's deposits are with a commercial bank and insured by the FDIC up to \$100,000. The Catawba Partnership's bank deposits in excess of the FDIC insured limit totaled \$123,697 at June 30, 2000.

NOTE 3 - FUNDING FROM GRANT AWARDS

Smart Start Program - The Catawba Partnership's major source of revenue and support is from the State of North Carolina based on cost-reimbursement contracts with the North Carolina Partnership for Children, Inc. (NCPC) for the Smart Start Program. A significant reduction in the level of funding from the State could have an adverse effect on the operations of the Catawba Partnership and represents a concentration of credit risk as to the generation of revenue.

Associated with these contracts, the Catawba Partnership is responsible for developing a comprehensive, collaborative, long-range plan of services to children and families for the service-delivery area. During the year, the Department of Health and Human Services (DHHS) entered into contracts with and made payments to service providers selected by the Catawba Partnership. These service provider contracts are not reflected on the accompanying financial statement. However, a summary of the service provider contracts entered into by DHHS are presented on Schedule 3 accompanying the financial statement.

The Catawba Partnership was awarded \$2,792,647 under a current year Smart Start contract with NCPC and has received \$2,797,047 of this amount. The unexpended balance of this contract is subject to reversion to the State. The Partnership has returned \$158,169 of this contract to the State based on financial status reports submitted to NCPC subsequent to June 30, 2000. As allowed by program regulation, the unexpended balance of the current year contract is available for carry-forward to the subsequent year based on approved service plans by NCPC.

The Partnership expects to receive continued funding through new Smart Start contracts with the State.

NOTE 4 - RELATED PARTY TRANSACTIONS

Service Provider Contracts with Board Member Organizations - The board members of the Catawba Partnership are representative of various organizations that benefit from actions taken by the Board. It is the policy of the Catawba Partnership that board members not be involved with decisions regarding organizations they represent. During the year the Partnership entered into contracts with board member organizations for program activities as identified on Schedule 2 accompanying the financial statement. In addition, Schedule 3 identifies contracts entered into by DHHS with board member organizations for activities funded by the Partnership's Smart Start Allocation.

NOTE 5 - FUNCTIONAL EXPENDITURES

The costs of providing the various programs and activities have been summarized on a functional basis in the statement of receipts, expenditures, and net assets. Also, Schedule 1, accompanying the financial statement, provides detail of the functional costs by their natural classification. Following are the functional categories presented in the accompanying financial statement and the services associated with those functions:

A. Program Functions

Child Care and Education Quality - Used to account for service activities including quality enhancement grants, early education enhancement programs, child care resource and referral, professional development, salary supplements or child care provider support.

Child Care and Education Affordability - Used to account for service activities including kindergarten orientation programs or public preschool classes.

Health and Safety - Used to account for service activities including dental screenings, dental education, comprehensive dental services, special needs – specialized therapy, information and resources or nutrition programs.

Family Support - Used to account for service activities including family resource centers, general family support, literacy projects, information and resources or family specialists.

B. Support Functions

Management and General - Expenditures that are not identifiable with a single program or fund-raising activity but are indispensable to the conduct of those activities and to an organization's existence, including expenditures for the overall direction of the organization, its general board activities, business management, general recordkeeping, budgeting, and related purposes.

Program Evaluation - Expenditures that are incurred to monitor the performance of service providers as to the delivery of services and adherence to the specific terms and conditions of the contracts.

NOTE 6 - COMMITMENTS AND CONTINGENCIES

The following is a schedule by years of future minimum rental payments required under leases that have noncancelable lease terms as of June 30, 2000:

Fiscal Year	 perating Leases
2001 2002 2003 2004	\$ 7,039 2,639 2,639 880
Total Minimum Lease Payments	\$ 13,197

Total rental expenditure for all operating leases was \$17,349 for the year ended June 30, 2000.

NOTE 7 - PENSION PLAN

The Catawba Partnership has a Simplified Employee Pension (SEP) plan covering all full-time employees. Each full-time employee of the Catawba Partnership, as a condition of employment, is provided an Individual Retirement Account through an outside insurance company. The Catawba Partnership contributed 5% of gross wages for the year ended June 30, 2000. The Catawba Partnership does not own the accounts nor is liable for any other cost other than the required contribution.

For the year ended June 30, 2000, the Catawba Partnership had a total payroll of \$182,928, all of which was covered under the plan. The Partnership contributed \$8,870 for pension benefits during the year.

IRC Section 403(b) - All permanent employees who are at least half-time can participate in a tax sheltered annuity plan created under Internal Revenue Code Section 403(b). The employee's eligible contributions, made through salary reduction agreements, are exempt from federal and state income taxes until the annuity is received or the contributions are withdrawn. All costs of administering and funding this plan are the responsibility of the plan. No costs are incurred by the Catawba Partnership. The voluntary contributions by employees amounted to \$8,345 during the year ended June 30, 2000.

NOTE 8 - RESTRICTIONS ON NET ASSETS

Net Assets Released From Donor Restrictions - Net assets were released from donor restrictions during the fiscal year ended June 30, 2000, by incurring expenditures satisfying the restricted purposes as follows:

Purpose	A	mount
Technical Assistance Project Heart	\$	132 20
	\$	152

Catawba County Partnership for Children Schedule of Functional Expenditures - Regulatory Basis For the Year Ended June 30, 2000

	Total	Personnel	Contracted Services	Supplies and Materials	Other Operating Expenses	Fixed Charges and Other Expenses	Property and Equipment Outlay	Services/ Contracts/ Grants	Participant Training Expense
mart Start Fund:									
Programs:									
Child Care and Education Quality	939,093							939,093	
Child Care and Education Affordability	77,720							77,720	
Health and Safety	336,964							336,864	
Family Support	1,016,296	34,791	1,200	2,397	5,020	2,061	5,692	965,135	
	2,369,973	34,791	1,200	2,397	5,020	2,061	5,692	2,318,812	0
Support:							•		
Management and General	253,015	169,134	8,295	15,409	20,708	25,277	13,392	800	
Program Evaluation	21,977		13,367	8,610					
	274,992	169,134	21,662	24,019	20,708	25,277	13,392	800	0
otal Smart Start Fund Expenditures	2,644,965	203,925	22,862	26,416	25,728	27,338	19,084	2,319,612	0
ther Funds: Programs:									
Child Care and Education Quality	1,406	0	0	0	0	0	0	1,406	0
Support:									
Management and General	27,391	14,002	12,000	1,612	2,206	(2,779)	0	350	0
Other:									
Sales Tax Paid	15,897	0	0	15,897	0	0	0	0	0

Catawba County Partnership for Children Schedule of Contract and Grant Expenditures - Regulatory Basis For the Year Ended June 30, 2000

		Smart Start	Fund	Fund Other Fur		
		Amount	Refund	Amount	Refund	
Organization Name		Advanced	Due	Advanced	Due	
Alice M. Rayford Center				1,406		
Catawba County Hispanic Ministry		42,000				
Catawba County Mental Health	•	262,591	(6,400)			
Catawba County Public Health		209,729	(20,882)			
Catawba County Schools	•	334,500	1 - /			
Catawba County Social Services		187,950				
Catawba Memorial Hospital	•	66,000				
Catawba Science Center		79,000				
Catawba Valley Community College	•	32,522				
Children's Resource Center		123,322	(6,646)			
ECCCM Head Start		93,691	1 - /			
FSNHOPE		13,870	(295)			
Hickory City Schools		7,720				
Hickory Fire Department		48,000				
Hickory Museum of Art		24,800				
Hickory Public Library	•	278,325				
Lenoir-Rhyne College		42,828				
Love N Care Day Care	•	6,958				
Miss Millie's Day Care		8,061				
NC Cooperative Extension		55,428				
Newton Conover Schools		45,545				
Sipes Orchard Home		100,000				
		2,062,840	(34,223)	1,406	(
dividuals:						
Quality Improvement Grants		285,195				
Scholarships/Bonus Awards		5,000		350		
Parents/Child Care Training		800				
		290,995	0	360	(
		2,353,835	(34,223)	1,756		

Catawba County Partnership for Children Schedule of State Level Service Provider Contracts For the Year Ended June 30, 2000

Organization Name		DHHS Contracts	NCPC Contracts	Total Contracts
Catawba County Department of Social Services - Subsidized Care		1,139,883		1,139,883
Catawba County Department of Social Services - Support Services		158,870		158,870
Child Care Services Association - WAGES		149,448		149,448
		1,448,201	0	1,448,201
	Provide Provid	er Contracts with Bo	oard Member Orga	nizations.
These organizations are represented on the Partnership's Board as described in Note 4 - Service				

Catawba County Partnership for Children Schedule of State Awards - Regulatory Basis For the Year Ended June 30, 2000

State Grantor/Pass-through Grantor/Program		Contract #		Receipts		Expenditures	
State Awards:							
North Carolina Department of Health and Human Services							
Division of Child Development							
Pass-through from the North Carolina Partnership for							
Children, Inc.							
Early Childhood Initiatives Program (Prior Year)		#1-89-2-03-001	\$	(8,594)	\$	(904)	
Early Childhood Initiatives Program (Current Year)	*	#1-90-2-03-001		2,797,047		2,645,869	
Computer Grant		N/A		2.500			
Multi-County Accounting and Contracting Grant		N/A		12,000		12,000	
Total State Awards			\$	2,802,953	\$	2,656,965	

^{*}Programs with compliance requirements that have a direct and material effect on the financial statement.

Catawba County Partnership for Children Schedule of Property and Equipment June 30, 2000

Schedule 5

Furniture and Non-Computer Equipment	\$ 18,461
Computer Equipment/Printers	8,922
Total Property and Equipment	\$ 27,383

Note: The information on this schedule provides a summary of property and equipment with acquisition or donated cost of \$500 or more which were held by the Partnership at year end. On the regulatory basis of accounting, these items are expensed in the year purchased.

Catawba County Partnership for Children Schedule of Qualifying Match For the Year Ended June 30, 2000

Schedule 6

Match Provided at the Partnership Level:

In-Kind Goods and Services

\$ 38,191

Note: The in-kind donation amount presented above represents non-cash contributions received from non-state sources that meet the criteria for recognition per SFAS No. 116.

Match Provided at the Contractor Level: (Unaudited)

Cash	\$ 45,471
In-Kind Goods and Services	 107,598
	\$ 153,069

Note: The above amounts represent expenses, paid by cash or in-kind contributions, incurred by other participating non-State entities contracting with the local partnership. These amounts have been corroborated as to being reported to the local partnership and certified by the contractor. The amounts reported have been reviewed to determine they are verifiable and allowable per legislative requirements. However, we have not verified the amounts reported to the contractors' underlying records.

Ralph Campbell, Jr. State Auditor

Office of the State Auditor

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INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE AND ON INTERNAL CONTROL OVER FINANCIAL REPORTING BASED ON AN AUDIT OF THE FINANCIAL STATEMENT PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

Board of Directors Catawba County Partnership for Children Hickory, North Carolina

We have audited the financial statement of the Catawba County Partnership for Children (Catawba Partnership) as of and for the year ended June 30, 2000, and have issued our report thereon dated March 7, 2001. We conducted our audit in accordance with generally accepted auditing standards and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States.

Compliance

As part of obtaining reasonable assurance about whether the Catawba Partnership's financial statement is free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grants, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance that are required to be reported under *Government Auditing Standards*.

Internal Control Over Financial Reporting

In planning and performing our audit, we considered the Catawba Partnership's internal control over financial reporting in order to determine our auditing procedures for the purposes of expressing our opinion on the financial statement and not to provide assurance on the internal control over financial reporting. Our consideration of the internal control over financial reporting would not necessarily disclose all matters in the internal control over financial reporting that might be material weaknesses. A material weakness is a condition in which the design or operation of one or more of the internal control components does not reduce to a relatively low level the risk that misstatements in amounts that would be material

INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE AND ON INTERNAL CONTROL OVER FINANCIAL REPORTING BASED ON AN AUDIT OF THE FINANCIAL STATEMENT PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS (CONCLUDED)

in relation to the financial statement being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. We noted no matters involving the internal control over financial reporting and its operation that we consider to be material weaknesses.

This report is intended solely for the information and use of the management of the partnership, the North Carolina Partnership for Children, the Governor, and the General Assembly and is not intended to be, and should not be, used by anyone other than these specified parties.

Ralph Campbell, Jr.

aph Campbell, J.

State Auditor

March 7, 2001

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In accordance with G.S. § 147-64.5 and G.S. § 147-64.6(c)(14), copies of this report have been distributed to the public officials listed below. Additional copies are provided to other legislators, state officials, the press, and the general public upon request.

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July 12, 2001

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