

# STATE OF NORTH CAROLINA

#### FINANCIAL STATEMENT AUDIT REPORT OF

#### RANDOLPH COUNTY PARTNERSHIP FOR CHILDREN

ASHEBORO, NORTH CAROLINA

FOR THE YEAR ENDED JUNE 30, 2001

OFFICE OF THE STATE AUDITOR

RALPH CAMPBELL, JR.

**STATE AUDITOR** 

## FINANCIAL STATEMENT AUDIT REPORT OF RANDOLPH COUNTY PARTNERSHIP FOR CHILDREN

ASHEBORO, NORTH CAROLINA

FOR THE YEAR ENDED JUNE 30, 2001

**BOARD OF DIRECTORS** 

MARY M. COOPER, CHAIR

**ADMINISTRATIVE OFFICER** 

PAULINE A. MCKEE, EXECUTIVE DIRECTOR

# Ralph Campbell, Jr. State Auditor

#### Office of the State Auditor

2 S. Salisbury Street 20601 Mail Service Center Raleigh, NC 27699-0601 Telephone: (919) 807-7500 Fax: (919) 807-7647 Internet http://www.osa.state.nc.us

#### **AUDITOR'S TRANSMITTAL**

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

This report presents the results of our financial statement audit of the Randolph County Partnership for Children (Randolph Partnership) for the year ended June 30, 2001. Our audit was made by authority of Article 5A of G.S. §147.

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

The audit of the Randolph 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 Randolph Partnership is one of these local partnerships. As such, the Randolph 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 statements. A summary of our reporting objectives and audit results are:

**1. Objective** - Express an opinion on the accompanying financial statements and supplementary information.

**Results** – The accompanying financial statements present 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. The accompanying supplementary information presents information that is fairly stated in all material respects in relation to the basic financial statements.

#### **AUDITOR'S TRANSMITTAL (CONCLUDED)**

- **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*.
- **3. Objective** Present significant deficiencies, if any, in internal control over financial reporting which could adversely affect the Randolph 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.

apple Campbell. J.

State Auditor

#### **TABLE OF CONTENTS**

	PAGE
Independent Auditor's Report	1
FINANCIAL STATEMENTS	
EXHIBITS	
A - Statement of Receipts, Expenditures, and Net Assets - Regulatory Basis	3
B - Statement of Functional Expenditures - Regulatory Basis	4
Notes to the Financial Statements	5
SUPPLEMENTARY SCHEDULES	
1 Schedule of Contract and Grant Expenditures - Regulatory Basis	11
2 Schedule of State Level Service Provider Contracts	12
3 Schedule of State Awards - Regulatory Basis	13
4 Schedule of Property and Equipment	14
5 Schedule of Qualifying Match	15
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	17
DISTRIBUTION OF AUDIT REPORT	19



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#### INDEPENDENT AUDITOR'S REPORT

Board of Directors Randolph County Partnership for Children Asheboro, North Carolina

We have audited the accompanying Statement of Receipts, Expenditures, and Net Assets - Regulatory Basis of the Randolph County Partnership for Children (Randolph Partnership) as of June 30, 2001, and the related Statement of Functional Expenditures – Regulatory Basis for the year then ended. These financial statements are the responsibility of the Randolph Partnership's management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America 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 statements. 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 statements were 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 statements referred to above present fairly, in all material respects, the net assets of the Randolph County Partnership for Children as of June 30, 2001, and the results of its operations for the year then ended, on the basis of accounting described in Note 1.

#### INDEPENDENT AUDITOR'S REPORT (CONCLUDED)

In accordance with *Government Auditing Standards*, we have also issued our report dated March 8, 2002 on our consideration of the Randolph 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.

Our audit was made for the purpose of forming an opinion on the basic financial statements of the Randolph 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 statements. The information in these schedules has been subjected to the auditing procedures applied in the audit of the basic financial statements and, in our opinion, is fairly stated in all material respects in relation to the basic financial statements 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. State Auditor

app Campbell. J.

March 8, 2002

### Randolph County Partnership for Children Statement of Receipts, Expenditures, and Net Assets - Regulatory Basis For the Year Ended June 30, 2001 Exhibit A

		Unrestric	ted Fu	ınds		Temporarily		
		Smart Start		Other		Restricted		Total
Receipts:		Fund		Funds	-	Funds	-	Funds
State Awards (less refunds of \$319,530)	\$	1,061,793	\$	12,000	8	0	S	1,073,793
Private Contributions	Ψ	1,001,733	Ψ	12,000	Ψ	104,770	Ψ	104,820
Interest and Investment Earnings				11,068		104,770		11,068
Sales Tax Refunds				16,216				16,216
Other Receipts		495		10,210				495
Oner Receipts		430						430
Total Receipts		1,062,288		39,334		104,770		1,206,392
Expenditures:								
Programs:								
Child Care and Education Quality		506,962						506,962
Family Support		61,016						61,016
Health and Safety		218,328						218,328
Success by 6		218,311		61,839				280,150
Support:								
Management and General		251,242		6,615				257,857
Program Coordination		54,386						54,386
Program Evaluation		46,951						46,951
Other:								
Sales Tax Paid				15,976				15,976
Total Expenditures		1,357,196		84,430		0		1,441,626
Excess of Receipts Over Expenditures		(294,908)		(45,096)		104,770		(235,234)
Net Assets at Beginning of Year		319,530		(3,230)		0		316,300
Net Assets at End of Year	5	24,622	\$	(48,326)	\$	104,770	\$	81,066
Net Assets Consisted of:								
Petty Cash	\$	61	\$	0	\$	0	\$	61
Cash on Deposit		17,224		(48,326)		104,770		73,668
Refunds Due From Contractors		7,337						7,337
		24,622		(48,326)	-	104,770		81,066

#### Randolph County Partnership for Children Schedule of Functional Expenditures - Regulatory Basis For the Year Ended June 30, 2001

Exhibit B

	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
Smart Start Fund:									
Programs:									
Child Care and Education Quality	506,962		9,816	2	29	4		497,111	
Family Support	61,016	24,543	11,163	20,249	4,235	453	373		
Health and Safety	218,328							218,328	
Success by 6	218,311	6,178	43,835	2,282	6,835	203	486	158,492	
	1,004,617	30,721	64,814	22,533	11,099	660	859	873,931	
Support:									
Management and General	251,242	116,328	43,127	9,316	26,213	12,340	43,918		
Program Coordination	54,386	42,979	7,906	90	1,986	572	853		
Program Evaluation	46,951	23,409	19,834	421	851	22	2,414		
	352,579	182,716	70,867	9,827	29,050	12,934	47,185	0	
Total Smart Start Fund Expenditures	1,357,196	213,437	135,681	32,360	40,149	13,594	48,044	873,931	
Other Funds: Programs:									
Success by 6	61,839	23,221	0	1,048	4,223	219	20	33,108	
Support:									
Management and General	6,615	0	6,615	0	0	0	0	0	
Other:									
Sales Tax Paid	15,976	0	0	15,976	0	0	0	0	
Total Other Funds Expenditures	84,430	23,221	6,615	17,024	4,223	219	20	33,108	

### RANDOLPH COUNTY PARTNERSHIP FOR CHILDREN NOTES TO THE FINANCIAL STATEMENTS JUNE 30, 2001

#### NOTE 1 - SIGNIFICANT ACCOUNTING POLICIES

- **A.** Organization and Purpose The Randolph County Partnership for Children (Randolph Partnership) is a legally separate nonprofit organization incorporated on August 27, 1998. The Randolph Partnership was established to develop and provide, through public and private means, early childhood education and developmental services for children and families. The Randolph 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 statements present all funds for which the Randolph 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 statements present 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 Randolph Partnership did not have any permanently restricted net assets at June 30, 2001.

C. Basis of Accounting - The accompanying financial statements were 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.

However, unexpended advances to contractors that revert back to the State are recognized as a reduction to expenditures and an increase to net assets.

- **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.
- **E.** Use of Estimates The financial statements include estimates and assumptions made by management for the allocation of joint costs. It is management's belief that these estimates are reasonable and fair.

#### NOTE 2 - DEPOSITS

All funds of the Randolph Partnership are deposited with a commercial bank and insured by the Federal Deposit Insurance Corporation (FDIC) up to \$100,000. Deposits over this amount subjects the Randolph Partnership to a concentration of credit risk. At June 30, 2001, the Randolph Partnership's bank deposits in excess of the FDIC insured limit was \$346,186.

#### NOTE 3 - FUNDING FROM GRANT AWARDS

**Smart Start Program** - The Randolph 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 Randolph Partnership and represents a concentration of credit risk as to the generation of revenue.

Associated with these contracts, the Randolph 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 Randolph 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 2 accompanying the financial statements.

The Randolph Partnership was awarded \$1,489,196 under a current year Smart Start contract with NCPC and has received \$1,381,323 of this amount. The unexpended balance of this contract is subject to reversion to the State. The Partnership has returned \$19,429 of this contract to the State based on financial status reports submitted to NCPC subsequent to June 30, 2001.

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 Randolph Partnership are representative of various organizations that benefit from actions taken by the Board. It is the policy of the Randolph 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 1 accompanying the financial statements. In addition, Schedule 2 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 – Regulatory Basis. Also, the Statement of Functional Expenditures – Regulatory Basis provides detail of the functional costs by their natural classification. Following are the services associated with the functional categories presented in the accompanying financial statements and the methods utilized to allocate joint cost:

#### A. Program Functions

Child Care and Education Quality - Used to account for service activities including quality enhancement grants and child care substitutes.

**Family Support** - Used to account for service activities associated with outreach plans to assess services.

**Health and Safety** - Used to account for service activities including prenatal/newborn services and outreach nurses.

**Success by 6** – A United Way early childhood initiative that promotes the development of local strategies to assist young children to be ready to succeed by the age of six.

#### **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 Coordination** – Expenditures that are incurred to coordinate the policies, procedures, and daily practices of service delivery. Also, costs associated with monitoring in-house and direct service provider activities.

**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.

#### C. Allocation of Joint Costs

Expenditures benefiting more than one purpose were allocated as follows:

**Salaries and Benefits** - Allocated based on employee time reports.

**Other Costs** - Other costs including occupancy cost (rent, utilities and maintenance), supplies and materials, and communication costs (telephone and printing) were allocated based on utilization data.

#### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

#### NOTE 6 - COMMITMENTS AND CONTINGENCIES

**A.** Leases - The following is a schedule by years of future minimum rental payments required under leases that have noncancelable lease terms as of June 30, 2001:

Fiscal Year	 Operating Leases
2002	\$ 4,949
2003	2,584
2004	600
2005	 150
<b>Total Minimum Lease Payments</b>	\$ 8,283

Total rental expenditure for all operating leases was \$4,949 for the year ended June 30, 2001.

**B.** Loan Commitment - The Randolph Partnership has a note with a balance of \$67,901 at June 30, 2001 that is secured by the Partnership's offices and payable to Randolph Bank and Trust Company in quarterly installments of \$3,990. This amount includes principal and interest computed at an annual rate of 5.63%.

The future scheduled maturities of long-term debt are as follows:

Fiscal Year	Principal Amount	_	Interest Amount
2002	\$ 12,454	\$	3,506
2003	13,070		2,890
2004	13,826		2,134
2005	14,638		1,322
2006	 13,913	_	467
<b>Total Loan Payments</b>	\$ 67,901	\$	10,319

#### NOTES TO THE FINANCIAL STATEMENTS (CONCLUDED)

#### NOTE 7 - PENSION PLAN

IRC Section 403(b) – The Randolph Partnership has a defined contribution plan covering all employees. Each full-time employee of the Randolph Partnership, as a condition of employment, is provided an individual annuity through an outside insurance company. The Randolph Partnership contributed 10% of gross wages for the year ended June 30, 2001. The Randolph Partnership does not own the annuities nor is liable for any other cost other than the required contribution.

For the year ended June 30, 2001, the Randolph Partnership had a total payroll of \$196,127, of which only a portion was covered under the plan. The Partnership contributed \$3,641 for pension benefits during the year. The voluntary contributions by employees amounted to \$55 during the year ended June 30, 2001.

#### NOTE 8 - RESTRICTIONS ON NET ASSETS

**Temporarily Restricted Net Assets** - Temporarily restricted net assets at June 30, 2001 are available for the following purposes:

Purpose	 Amount
Success by 6 – United Way	\$ 104,770

Randolph County Partnership for Children			
Schedule of Contract and Grant Expenditures - Regulatory Basi.			
For the Year Ended June 30, 2001		Sche	dule 1

		Smart Start Fund		Other Funds		
		Amount	Refund	Amount	Refund	
Organization Name		Advanced	Due	Advanced	Due	
Asheboro City Schools	*	142,702	(3,459)			
Precious Memories Preschool	*	4,357	(-, /			
Randleman Elementary School	*	1,384				
Randolph Community College	*	200,041	(1,329)			
Randolph County Health Department	*	220,727	(2,399)			
Randolph County Schools	*	23,692	(150)	32,490		
Sunrise Child Care Center	*	12,310	` `			
The Children's Center of Asheboro	*	15,321				
The Growing Place	*	20,755				
Various Day Care Providers		239,979		618		
		881,268	(7,337)	33,108		

<sup>\*</sup> These organizations are represented on the Partnership's Board as described in Note 4 - Service Provider Contracts with Board Member Organizations.

#### Randolph County Partnership for Children Schedule of State Level Service Provider Contracts

For the Year Ended June 30, 2001

Schedule 2

Child Care Services Association - WAGES Program	86,568 456,633
Child Care Services Association - WAGES Program  Randolph County Department of Social Services  *	•
Randolph County Department of Social Services *	456 633
	-100,000
	543,201
* These organizations are represented on the Partnership's Board as described in Note 4 - Service Provider Contra with Board Member Organizations.	acts

Randolph County Partnership for Children							
Schedule of State Awards - Regulatory Basis							
For the Year Ended June 30, 2001							Schedule 3
State Grantor/Pass-through Grantor/Program			Contract #		<u>Receipts</u>	E	xpenditures
State Awards:							
North Carolina Department of Health and Human Services Division of Child Development							
Pass-through from the North Carolina Partnership for							
Children, Inc.				<u>.</u>			
Early Childhood Initiatives Program (Prior Year)			1-90-5-25-001	\$	(319,530)	\$	
Early Childhood Initiatives Program (Current Year)		*	1-01-5-25-001		1,381,323		1,357,196
Multi-County Accounting and Contracting Grant			N/A		12,000		6,615
Total State Awards				S	1,073,793	S	1,363,811
Total State Awards				Ψ	1,010,100	Ψ	1,00,001
* Programs with compliance requirements that have a direct a	nd mate	rial effe	ect on the financia	al state	ement.		

dule 4
-

шпастрп	County Partnership for Children			
	f Qualifying Match (Non-GAAP)			
For the Ye	ar Ended June 30, 2001			Schedule 3
Match	Provided at the Partnership Level:			
Cash		\$	119,564	
In-Kind	Goods and Services		70,700	
		\$	190,264	
Match	Provided at the Contractor Level:			
Cash		\$	136,437	
In-Kind	Goods and Services		126,269	
		\$	262,706	
	This schedule is presented in accordance with the program mat provided for by North Carolina Session Law 1999-237, Section 1 for volunteer services to be valued for match purposes, a concept generally accepted accounting principles.	1.48(l). Th	e law allows	

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# Ralph Campbell, Jr. 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 Randolph County Partnership for Children Asheboro, North Carolina

We have audited the financial statements of the Randolph County Partnership for Children (Randolph Partnership) as of and for the year ended June 30, 2001, and have issued our report thereon dated March 8, 2002. We conducted our audit in accordance with auditing standards generally accepted in the United States of America 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 Randolph Partnership's financial statements are 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 Randolph Partnership's internal control over financial reporting in order to determine our auditing procedures for the purposes of expressing our opinion on the financial statements 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

# 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)

reduce to a relatively low level the risk that misstatements in amounts that would be material in relation to the financial statements 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.

app Campbell, J.

State Auditor

March 8, 2002

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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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The Honorable Roy A. Cooper, III
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Ms. Carmen Hooker Odom

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North Carolina Partnership for Children, Inc.

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North Carolina Partnership for Children, Inc.

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April 23, 2002

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