



**5.22.07 AI 5a**

To: CSWEA Executive Committee  
From: Scott Trotter, P.E., DEE, Association Treasurer  
RE: 2007—Financial Reports  
Date: October 7, 2007

I wish to indicate to the Executive Committee that I have reviewed and approved the financial reports for the fiscal year 2007 as prepared by our Association's Executive Director. I have discussed these reports with the Executive Director and we will answer any questions that the Executive Committee might have. These reports include the summaries of the following:

- A balance sheet as of September 30, 2007;
- A balance sheet comparison—September 30, 2007 vs. September 30, 2006;
- A profit and loss statement as of September 30, 2007 for FY-2007;
- A profit and loss statement as of September 30, 2007—Budget vs. Actual;
- A statement of financial position as of September 30, 2007;

I believe that these reports accurately reflect the Association's financial activity and its current financial condition. They provide a complete accounting of the Association's overall financial activities as required by the state and federal law and our constitution and bylaws.

We are continuing to use budgeting and tracking procedures to ensure the financial stability of the association. We are also maintaining the required system of checks and balances. These procedures include Eric sending me a Voucher Authorization with the associated back-up information. Once I review the request, sign and return the Voucher, Eric completes the payment procedure on behalf of the association.