

November 29, 2021

NIU AFSCME Local 1890

Executive Board,

The Trustees Audit Report for FY'21 (7/1/2020-6/30/2021) is as follows:

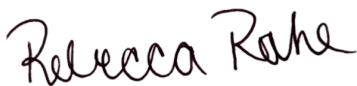
We find bank statements, canceled checks, bank deposits, and reconciliations all in compliance with supporting documentation. Disbursements are authorized by E-Board or general membership and issued with multi-signature officer approval.

The Trustees make the following suggestions and notes. Our local must maintain all E-Board and General Membership Meeting minutes that authorize the spending of funds. Those minutes must be kept in the fiscal year folder in which the money was paid out. Annually, the 12/5/2019 E-Board minutes must be copied and placed in the current fiscal year folder for the P.O. Box annual fee. If any funds are added to the courtesy OneCard, the 9/5/2019 General Member minutes must be copied and placed in the current fiscal year folder. If there is any travel for union business, the 9/19/2019 E-Board minutes must be added to the current file to approve the reimbursement to union members for travel and other expenses.

Any payments made also need to have proper documentation. Bare minimum should be a receipt. Our activities are only increasing as we climb out of Covid and continue to grow. Making sure that we keep our files accurate will only help our union financial records going forward and prevent having to hunt things down later, which can be challenging, as we are all busy with other responsibilities. The IRS 990-N is being filed by headquarters; our Surety Bond was filed on time, as was our Local Union Annual Financial Report.

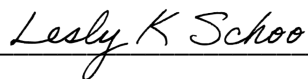
Local 1890 is in compliance with the Financial Standards Codes for FY'21.

Respectfully Submitted,



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Rebecca Rahe



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