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**October 30, 2008**

**Andrea Laughlin Sharp  
2008 Chairperson  
ASIS International Houston Chapter**

**301 E. 4th Street  
Houston, TX 77007**

**Dear Andrea,**

**The audit committee, which was staffed by myself, Richard Hill, and Leland Gannaway, has conducted a review of the finances for the ASIS International Houston chapter.**

**The period that was covered was December 22, 2007 through October 30, 2008. All of the records reviewed coincide with expenses from past years. The only irregularity we found was a check in July. It was made payable to ASIS Region 6 for \$116.42. This was to cover overdraft charges in Region 6's bank account. This has not been reimbursed and should be before the end of the fiscal year end.**

**If you have any questions regarding this, please do not hesitate in calling.**

**Respectfully submitted,**

A handwritten signature in black ink, appearing to read 'Posie M. Clinton, IV', with a long, sweeping horizontal line extending to the right.

**Posie M. Clinton, IV  
General Manager  
G4S Wackenhut  
1111 North Loop West, Suite 100  
Houston, Texas 77008  
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# ASIS HOUSTON CHAPTER #12

MONTHLY FINANCIAL STATUS JANUARY 2008

DATE PRINTED: 15-Jan-08

## INCOME

|                                     |           |             |
|-------------------------------------|-----------|-------------|
| BANK BALANCE (CHECKING ACCT) ON     | 22-Dec-07 | \$15,459.69 |
| Savings Account Interest - December |           | \$1.60      |
| Luncheon Income - PayPal            |           | \$740.00    |
| Annual Dues - 2008 - PayPal         |           | \$250.00    |
| TOTAL                               |           | \$991.60    |
|                                     |           | \$16,451.29 |

## INVOICES PAID

|                                      |  |            |
|--------------------------------------|--|------------|
| Dell (Equipment Purchase)            |  | \$583.47   |
| L & L Printers (Newsletter Expenses) |  | \$1,509.00 |
| ASIS Region 6 - Website Donation     |  | \$600.00   |
| BCR Computer Services - December     |  | \$662.11   |
| PayPal Fees                          |  | \$38.74    |
|                                      |  | \$0.00     |
|                                      |  | \$0.00     |

TOTAL PAID OUT      \$3,393.32

CURRENT BALANCE (checking acct)      = \$6,764.55

CURRENT BALANCE (savings acct)      = \$6,293.42

Please check ( ) the types of accounts being reported under "Financial Status":

(X) Checking account      (X) Savings account      ( ) Scholarship Fund

( ) Certificate of deposit      ( ) Other: Specify

CURRENT BALANCE \$13,057.97

## SYSTEM CHECK

|                               |           |             |
|-------------------------------|-----------|-------------|
| CHECKBOOK BALANCE AS OF       | 1/15/2008 | \$6,764.55  |
| SAVINGS ACCOUNT BALANCE AS OF | 1/15/2008 | \$6,293.42  |
| CASH ON HAND                  |           | \$13,057.97 |

# ASIS HOUSTON CHAPTER #12

MONTHLY FINANCIAL STATUS FEBRUARY 2008

DATE PRINTED 20-Feb-08

## INCOME

|  |                  |                    |
|--|------------------|--------------------|
| <u>BANK BALANCE (CHECKING ACCT) ON</u> | <u>15-Jan-08</u> | <u>\$13,057.97</u> |
| November Lunch Income                  |                  | \$395.00           |
| January Lunch Income                   |                  | \$995.00           |
| 2008 Annual Dues                       |                  | \$1,925.00         |
| 2007 Newsletter Income                 |                  | \$450.00           |
| Website Donations                      |                  | \$600.00           |
| Savings Account Interest - January     |                  | \$1.60             |
| TOTAL                                  |                  | \$4,366.60         |
|  |                  | <u>\$17,424.57</u> |

## INVOICES PAID

|  |  |          |
|--|--|----------|
| Print Mailers - Annual Dues Invoice Mailing        |  | \$559.70 |
| Andrea Sharp for POA Manual                        |  | \$775.00 |
| Engraphics - January                               |  | \$145.00 |
| ASIS International - Gold Pin                      |  | \$57.00  |
| HPD Bicycle Relay Team (Leukemia & Lymphoma)       |  | \$500.00 |
| BCR Computer Services - Newsletter                 |  | \$542.95 |
| BCR Computer Services - December Website & January |  | \$705.54 |
| AMEX Gift Card                                     |  | \$513.90 |

TOTAL PAID OUT      \$3,799.09

CURRENT BALANCE (checking acct)      = \$7,330.46

CURRENT BALANCE (savings acct)      = \$6,295.02

Please check ( ) the types of accounts being reported under "Financial Status":

(X) Checking account      (X) Savings account      ( ) Scholarship Fund

( ) Certificate of deposit      ( ) Other: Specify

CURRENT BALANCE \$13,625.48

## SYSTEM CHECK

|                               |           |             |
|-------------------------------|-----------|-------------|
| CHECKBOOK BALANCE AS OF       | 2/20/2008 | \$7,330.46  |
| SAVINGS ACCOUNT BALANCE AS OF | 2/20/2008 | \$6,295.02  |
| CASH ON HAND                  |           | \$13,625.48 |

# ASIS HOUSTON CHAPTER #12

## MONTHLY FINANCIAL STATUS MARCH 2008

DATE PRINTED 18-Mar-08

### INCOME

|  |             |
|--|-------------|
| <u>BANK BALANCE (CHECKING ACCT) ON</u> 20-Feb-08 | \$13,625.48 |
| Luncheon Income                                  | \$1,035.00  |
| 2008 Annual Dues                                 | \$3,225.00  |
| Monthly Luncheon Income - PayPal                 | \$950.00    |
| 2008 Annual Dues - PayPal                        | \$800.00    |
| Refund for AMEX Gift Card                        | \$500.00    |
| 2008 Golf Income                                 | \$650.00    |
| Correction - Jan 2008 Annual Dues                | \$25.00     |
| Correction - Jan 2008 Monthly Luncheon           | (\$25.00)   |
| TOTAL  | \$7,160.00  |

\$20,785.48

### INVOICES PAID

|                                       |            |
|---------------------------------------|------------|
| Marriott International - January      | \$2,251.88 |
| Engraphics - February                 | \$160.00   |
| PayPal Fees                           | \$68.64    |
| AMEX Gift Card                        | \$211.90   |
| Andrea Sharp - Golf Committee Meeting | \$149.52   |
| Marriott International - February     | \$1,981.88 |
| BCR Computer Services - February      | \$677.83   |

TOTAL PAID OUT      \$5,501.65

CURRENT BALANCE (checking acct)      = \$8,988.81

CURRENT BALANCE (savings acct)      = \$6,295.02

Please check ( ) the types of accounts being reported under "Financial Status":

(X) Checking account      (X) Savings account      ( ) Scholarship Fund

( ) Certificate of deposit      ( ) Other: Specify

CURRENT BALANCE \$15,283.83

### SYSTEM CHECK

|   |             |
|---|-------------|
| CHECKBOOK BALANCE AS OF 3/18/2008       | \$8,988.81  |
| SAVINGS ACCOUNT BALANCE AS OF 3/18/2008 | \$6,295.02  |
| CASH ON HAND                            | \$15,283.83 |

# ASIS HOUSTON CHAPTER #12

## MONTHLY FINANCIAL STATUS APRIL 2008

DATE PRINTED 15-Apr-08

### INCOME

|  |                  |                    |
|--|------------------|--------------------|
| <u>BANK BALANCE (CHECKING ACCT) ON</u> | <u>18-Mar-08</u> | <u>\$15,283.83</u> |
| Monthly Luncheon                       |                  | \$810.00           |
| Monthly Luncheon - PayPal              |                  | \$755.00           |
| 2008 Golf Income - PayPal              |                  | \$600.00           |
| 2008 Annual Dues - PayPal              |                  | \$350.00           |
| 2007 Newsletter Income                 |                  | \$450.00           |
| 2008 Annual Dues                       |                  | \$425.00           |
| Savings Account Interest - February    |                  | \$1.50             |

TOTAL \$3,391.50

\$18,675.33

### INVOICES PAID

|   |            |
|---|------------|
| Crime Stoppers of Houston - 2008 Golf Classic | \$1,000.00 |
| Golf Expenses - PayPal Fees                   | \$17.70    |
| PayPal Fees                                   | \$42.65    |
| Refund Duplicate Payment of Annual Dues       | \$25.00    |
| BCR Computer Services                         | \$745.98   |
| North Harris Law Enforcement Training Academy | \$1,000.00 |

TOTAL PAID OUT \$2,831.33

CURRENT BALANCE (checking acct) = \$9,547.48

CURRENT BALANCE (savings acct) = \$6,296.52

Please check ( ) the types of accounts being reported under "Financial Status":

(X) Checking account      (X) Savings account      ( ) Scholarship Fund

( ) Certificate of deposit      ( ) Other: Specify

CURRENT BALANCE \$15,844.00

### SYSTEM CHECK

|                               |           |             |
|-------------------------------|-----------|-------------|
| CHECKBOOK BALANCE AS OF       | 4/15/2008 | \$9,547.48  |
| SAVINGS ACCOUNT BALANCE AS OF | 4/15/2008 | \$6,296.52  |
| CASH ON HAND                  |           | \$15,844.00 |

# ASIS HOUSTON CHAPTER #12

MONTHLY FINANCIAL STATUS MAY 2008

DATE PRINTED 20-May-08

## INCOME

|   |           |             |
|---|-----------|-------------|
| BANK BALANCE (CHECKING ACCT) ON                     | 15-Apr-08 | \$15,844.00 |
| Savings Account Interest - March                    |           | \$1.60      |
| Newsletter Income                                   |           | \$5,250.00  |
| Golf Income   |           | \$9,180.00  |
| ASIS Int'l Website & Newsletter Awards (\$150/each) |           | \$300.00    |
| Luncheon Income                                     |           | \$900.00    |
| 2008 Annual Dues                                    |           | \$450.00    |
| Golf Income - PayPal                                |           | \$7,290.00  |
| 2008 Annual Dues - PayPal                           |           | \$150.00    |
| Luncheon Income - PayPal                            |           | \$1,390.00  |
| Website Income                                      |           | \$900.00    |
| TOTAL   |           | \$25,811.60 |
|   |           | \$41,655.60 |

## INVOICES PAID

|   |  |            |
|---|--|------------|
| AMEX Gift Card                          |  | \$211.90   |
| Annual Post Office Box Rental           |  | \$176.00   |
| Engraphics (March & April)              |  | \$220.00   |
| Print Mailers - Newsletter Expenses     |  | \$426.72   |
| Print Mailers - Golf Expenses           |  | \$55.00    |
| Holice Police Foundation - Donation     |  | \$1,000.00 |
| USPS - Postage Stamps                   |  | \$17.40    |
| Marriott International - March & April  |  | \$3,303.76 |
| PayPal Fees                             |  | \$54.75    |
| PayPal Fees - Golf Expenses             |  | \$215.01   |
| BCR Computer Services                   |  | \$733.19   |
| BCR Computer Services - Newsletter      |  | \$583.44   |
| BCR Computer Services - Golf Tournament |  | \$600.00   |
| Print Mailers - Extra Postage expense   |  | \$50.08    |
| L&L Printers - Newsletter Expenses      |  | \$867.08   |

TOTAL PAID OUT \$8,514.33

**CURRENT BALANCE (checking acct) = \$26,843.15**

**CURRENT BALANCE (savings acct) = \$6,298.12**

Please check ( ) the types of accounts being reported under "Financial Status":

(X) Checking account      (X) Savings account      ( ) Scholarship Fund  
 ( ) Certificate of deposit      ( ) Other: Specify

**CURRENT BALANCE \$33,141.27**

## SYSTEM CHECK

|                               |           |                    |
|-------------------------------|-----------|--------------------|
| CHECKBOOK BALANCE AS OF       | 5/20/2008 | \$26,843.15        |
| SAVINGS ACCOUNT BALANCE AS OF | 5/20/2008 | \$6,298.12         |
| <b>CASH ON HAND</b>           |           | <b>\$33,141.27</b> |

# ASIS HOUSTON CHAPTER #12

MONTHLY FINANCIAL STATUS JUNE 2008

|              |           |   |                                    |
|--------------|-----------|---|------------------------------------|
| DATE PRINTED | 20-Jun-08 | <b>INCOME</b>   |                                    |
|              |           | BANK BALANCE (CHECKING ACCT) ON   | 20-May-08     \$33,141.27          |
|              |           | Golf Income   | \$10,565.00                        |
|              |           | 2008 Annual Dues  | \$125.00                           |
|              |           | Newsletter Income   | \$1,450.00                         |
|              |           | Website Income  | \$2,100.00                         |
|              |           | Golf Income - PayPal  | \$5,600.00                         |
|              |           | Luncheon Income - PayPal  | \$280.00                           |
|              |           | Savings Account Interest - April & May  | \$3.15                             |
|              |           | Luncheon Income   | \$545.00                           |
|              |           | 2008 Annual Dues - PayPal   | \$25.00                            |
|              |           | Golf - Beat the Pro & Mulligans   | \$750.00                           |
|              |           | TOTAL   | \$21,443.15                        |
|              |           |   | \$54,584.42                        |
|              |           | <b>INVOICES PAID</b>  |                                    |
|              |           | PayPal Fees   | \$11.55                            |
|              |           | Golf Expenses - PayPal Fees   | \$243.95                           |
|              |           | Intuit - Quickbooks Non-Profit Software Upgrade                                 | \$422.07                           |
|              |           | Engraphics  | \$115.00                           |
|              |           | L&L Printers - Golf Expense   | \$615.94                           |
|              |           | All Awards - Trophies - Golf Tournament   | \$1,116.00                         |
|              |           | BCR Computer Services   | \$699.28                           |
|              |           | BCR Computer Services - Golf Tourn. Expenses                                    | \$600.00                           |
|              |           | Golf Tournament Expenses - Drinks   | \$497.16                           |
|              |           | A&PS - Signs for Golf Tournament  | \$443.21                           |
|              |           | Willowcreek - Golf Expense  | \$12,341.50                        |
|              |           |   | \$0.00                             |
|              |           | TOTAL PAID OUT  | \$17,105.66                        |
|              |           | CURRENT BALANCE (checking acct)   | = \$31,177.49                      |
|              |           | CURRENT BALANCE (savings acct)  | = \$6,301.27                       |
|              |           | Please check ( ) the types of accounts being reported under "Financial Status": |                                    |
|              |           | (X) Checking account  | (X) Savings account                |
|              |           | ( ) Certificate of deposit  | ( ) Other: Specify                 |
|              |           |   | <b>CURRENT BALANCE \$37,478.76</b> |
|              |           | <b>SYSTEM CHECK</b>   |                                    |
|              |           | CHECKBOOK BALANCE AS OF   | 6/20/2008     \$31,177.49          |
|              |           | SAVINGS ACCOUNT BALANCE AS OF   | 6/20/2008     \$6,301.27           |
|              |           | CASH ON HAND  | \$37,478.76                        |

# ASIS HOUSTON CHAPTER #12

MONTHLY FINANCIAL STATUS JULY 2008

| DATE PRINTED  |  | <b>INCOME</b>        |
|---|--|----------------------|
|   | BANK BALANCE (CHECKING ACCT) ON 20-Jun-08        | \$37,478.76          |
|   |  |                      |
|   | TOTAL  | \$0.00               |
|   |  | \$37,478.76          |
| INVOICES PAID   |  |                      |
|   | Marriott International - May Lunch               | \$1,591.88           |
|   | ASIS Region 6 - Cover Overdrafts on Bank Account | \$116.42             |
|   | Print Mailers, Inc.                              | \$415.00             |
|   | L&L Printers                                     | \$867.08             |
|   | BCR Computer Services                            | \$805.88             |
|   | BCR Computer Services - Newsletter               | \$583.44             |
|   | Marriott International - June Lunch              | \$1,651.88           |
|   | Engraphics (June & July)                         | \$232.00             |
|   |  | \$0.00               |
|   |  | \$0.00               |
|   | TOTAL PAID OUT                                   | \$6,263.58           |
|   | <b>CURRENT BALANCE (checking acct)</b>           | <b>= \$24,913.91</b> |
|   | <b>CURRENT BALANCE (savings acct)</b>            | <b>= \$6,301.27</b>  |
| Please check ( ) the types of accounts being reported under "Financial Status": |  |                      |
| (X) Checking account  | (X) Savings account                              | ( ) Scholarship Fund |
| ( ) Certificate of deposit  | ( ) Other: Specify                               |                      |
|   | <b>CURRENT BALANCE</b>                           | <b>\$31,215.18</b>   |
| SYSTEM CHECK  |  |                      |
|   | CHECKBOOK BALANCE AS OF 1/15/2008                | \$24,913.91          |
|   | SAVINGS ACCOUNT BALANCE AS OF 1/15/2008          | \$6,301.27           |
|   | CASH ON HAND                                     | \$31,215.18          |

# ASIS HOUSTON CHAPTER #12

## MONTHLY FINANCIAL STATUS AUGUST 2008

DATE PRINTED 20-Aug-08

### INCOME

|  |                  |                    |
|--|------------------|--------------------|
| <u>BANK BALANCE (CHECKING ACCT) ON</u> | <u>15-Jan-08</u> | <u>\$31,215.18</u> |
| June & July Luncheon Income            |                  | \$1,350.00         |
| Luncheon Income - PayPal               |                  | \$1,940.00         |
| Newsletter Income                      |                  | \$900.00           |
| Golf Income                            |                  | \$1,500.00         |
| 2008 Annual Dues                       |                  | \$450.00           |
| Savings Account Interest - June & July |                  | \$3.15             |
| CPP Library Income                     |                  | \$30.00            |

TOTAL \$6,173.15

\$37,388.33

### INVOICES PAID

|             |         |
|-------------|---------|
| PayPal Fees | \$83.21 |
|-------------|---------|

TOTAL PAID OUT \$83.21

CURRENT BALANCE (checking acct) = **\$31,000.70**

CURRENT BALANCE (savings acct) = **\$6,304.42**

Please check ( ) the types of accounts being reported under "Financial Status":

(X) Checking account      (X) Savings account      ( ) Scholarship Fund

( ) Certificate of deposit      ( ) Other: Specify

CURRENT BALANCE **\$37,305.12**

### SYSTEM CHECK

|                               |           |                    |
|-------------------------------|-----------|--------------------|
| CHECKBOOK BALANCE AS OF       | 8/20/2008 | <b>\$31,000.70</b> |
| SAVINGS ACCOUNT BALANCE AS OF | 8/20/2008 | <b>\$6,304.42</b>  |
| CASH ON HAND                  |           | <b>\$37,305.12</b> |

# ASIS HOUSTON CHAPTER #12

MONTHLY FINANCIAL STATUS SEPTEMBER 2008

|              |  |                                     |
|--------------|--|-------------------------------------|
| DATE PRINTED | 15-Jan-08                              | <b>INCOME</b>                       |
|              | <u>BANK BALANCE (CHECKING ACCT) ON</u> | <u>20-Aug-08</u> <u>\$37,305.12</u> |
|              |  | TOTAL <u>\$0.00</u>                 |
|              |  | <u>\$37,305.12</u>                  |

|                                |            |
|--------------------------------|------------|
| <b>INVOICES PAID</b>           |            |
| BCR Computer Services          | \$726.99   |
| Marriott International         | \$2,101.88 |
| TOTAL PAID OUT      \$2,828.87 |            |

CURRENT BALANCE (checking acct)      = **\$28,171.83**

CURRENT BALANCE (savings acct)      = **\$6,304.42**

Please check ( ) the types of accounts being reported under "Financial Status":

(X) Checking account      (X) Savings account      ( ) Scholarship Fund

( ) Certificate of deposit      ( ) Other: Specify

CURRENT BALANCE      **\$34,476.25**

|                               |           |             |
|-------------------------------|-----------|-------------|
| <b>SYSTEM CHECK</b>           |           |             |
| CHECKBOOK BALANCE AS OF       | 1/15/2008 | \$28,171.83 |
| SAVINGS ACCOUNT BALANCE AS OF | 1/15/2008 | \$6,304.42  |
| CASH ON HAND                  |           | \$34,476.25 |

# ASIS HOUSTON CHAPTER #12

MONTHLY FINANCIAL STATUS OCTOBER 2008

DATE PRINTED 15-Oct-08

## INCOME

|   |                  |                    |
|---|------------------|--------------------|
| <u>BANK BALANCE (CHECKING ACCT) ON</u>        | <u>15-Jan-08</u> | <u>\$34,476.25</u> |
| Luncheon Income - PayPal                      |                  | \$1,800.00         |
| Annual Dues - PayPal                          |                  | \$125.00           |
| CPP Materials - PayPal                        |                  | \$30.00            |
| Annual Dues                                   |                  | \$225.00           |
| Monthly Luncheon Income                       |                  | \$530.00           |
| Savings Account Interest - August & September |                  | \$3.15             |

TOTAL \$2,713.15

\$37,189.40

## INVOICES PAID

|  |  |            |
|--|--|------------|
| Marriott International                   |  | \$1,531.88 |
| BCR Computer Services                    |  | \$731.07   |
| UH-DT Scholarship                        |  | \$7,500.00 |
| Sam Houston State - Scholarship          |  | \$7,500.00 |
| South Texas College of Law - Scholarship |  | \$4,390.00 |
| PayPal Fees                              |  | \$70.87    |

TOTAL PAID OUT \$21,723.82

**CURRENT BALANCE (checking acct) = \$9,158.01**

**CURRENT BALANCE (savings acct) = \$6,307.57**

Please check ( ) the types of accounts being reported under "Financial Status":

(X) Checking account      (X) Savings account      ( ) Scholarship Fund

( ) Certificate of deposit      ( ) Other: Specify

**CURRENT BALANCE \$15,465.58**

## SYSTEM CHECK

|  |  |                    |
|--|--|--------------------|
| CHECKBOOK BALANCE AS OF 10/15/2008       |  | <b>\$9,158.01</b>  |
| SAVINGS ACCOUNT BALANCE AS OF 10/15/2008 |  | <b>\$6,307.57</b>  |
| <b>CASH ON HAND</b>                      |  | <b>\$15,465.58</b> |

# ASIS HOUSTON CHAPTER #12

MONTHLY FINANCIAL STATUS NOVEMBER 2008

DATE PRINTED 17-Oct-08

## INCOME

|                                 |           |             |
|---------------------------------|-----------|-------------|
| BANK BALANCE (CHECKING ACCT) ON | 15-Oct-08 | \$15,465.58 |
| October Luncheon                |           | \$897.00    |

TOTAL \$897.00

\$16,362.58

## INVOICES PAID

|            |          |
|------------|----------|
| Engraphics | \$118.00 |
|------------|----------|

TOTAL PAID OUT \$118.00

CURRENT BALANCE (checking acct) = \$9,937.01

CURRENT BALANCE (savings acct) = \$6,307.57

Please check ( ) the types of accounts being reported under "Financial Status":

(X) Checking account (X) Savings account ( ) Scholarship Fund

( ) Certificate of deposit ( ) Other: Specify

CURRENT BALANCE \$16,244.58

## SYSTEM CHECK

|  |            |
|--|------------|
| CHECKBOOK BALANCE AS OF 10/17/2008       | \$9,937.01 |
| SAVINGS ACCOUNT BALANCE AS OF 10/17/2008 | \$6,307.57 |

CASH ON HAND \$16,244.58