

**SCHOHARIE COUNTY INDUSTRIAL
DEVELOPMENT AGENCY**

REPORT TO THE BOARD

Year ended June 30, 2014

4 Associate Drive
Oneonta, New York 13820
Phone: (607) 432-8700
Fax: (607) 432-5122
www.mmscpas.com

MMS

MOSTERT, MANZANERO & SCOTT, LLP
Certified Public Accountants

Deborah L. Mostert, CPA
Anthony T. Manzanero, CPA
Dennis J. Scott, CPA

September 12, 2014

Board of Directors
Schoharie County Industrial Development Agency
Cobleskill, New York

Dear Members of the Board:

We are pleased to present the results of our audit of the financial statements of the Schoharie County Industrial Development Agency (the "IDA") for the year ended June 30, 2014.

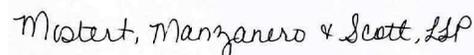
Our audit plan for the 2014 audit included a commitment to understand and deliver on management's expectations. Our approach to the audit was designed to combine a historical perspective with a focus on the IDA's industry and current emerging governmental issues.

This report to the Board of Directors summarizes our audit process, the scope of our engagement, the reports issued and various observations related to the IDA's financial position and results of operations. The document also reviews the Board of Directors communications required by our professional standards, as well as current accounting issues that will affect the IDA.

The completion of this year's audit was accomplished through the effective support and the assistance of the IDA's personnel. As always, we strive to continually improve the quality of our audit services.

We appreciate the opportunity to be of service to you. If you have any questions or comments, please call us at (607) 432-8700.

Sincerely,



Mostert, Manzanero & Scott, LLP

CONTENTS

	<u>Page</u>
Summary of What We Agreed To Do	1
Required Communications	2 – 3
Management Letter	4 – 5

SUMMARY OF WHAT WE AGREED TO DO

Our Approach

As discussed with management and the board of directors in our planning letter dated April 14, 2014, our audit plan represented an approach responsive to the assessment of risk of the IDA. Specifically, we designed our audit to:

- Issue an opinion on the financial statements of the IDA for the year ended June 30, 2014.
- Issue a management letter to the Board of Directors and management.
- Issue an Independent Auditors' Report on Internal Control Over Financial Reporting and on Compliance and Other Matters based on an Audit of Financial Statements Performed in Accordance with *Government Auditing Standards*.

Areas of Audit Emphasis

The principal areas of audit emphasis were as follows:

- Revenue and related receivables;
- Payroll and related expenses;
- Audit risk assessment;
- Accounts payable and accrued expenses; and
- Related party activity.

There were no changes to our planned approach or areas of audit emphasis.

REQUIRED COMMUNICATIONS

Board of Directors
Schoharie County Industrial Development Agency
Cobleskill, New York

We have audited the financial statements of the Schoharie County Industrial Development Agency (the “IDA”) for the year ended June 30, 2014. Professional standards require that we provide you with the following information about our responsibilities under generally accepted auditing standards and *Government Auditing Standards*, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated April 14, 2014. Professional standards also require that we communicate to you the following information related to our audit.

Significant Audit Findings

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the IDA are described in Note 2 to the financial statements. No new accounting policies were adopted and the application of existing policies was not changed during the year. We noted no transactions entered into by the IDA during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management’s knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimate affecting the IDA’s financial statements was:

Managements’ estimate of the allowance for bad debts is based on an analysis of the collectability of outstanding notes receivable. We evaluated the key factors and assumptions used to develop the allowance for bad debts in determining that it is reasonable in relation to the financial statements as a whole.

The financial statement disclosures are neutral, consistent and clear.

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. Management has corrected all such misstatements. In addition, none of the misstatements detected as a result of audit procedures and corrected by management were material, either individually or in the aggregate, to the financial statements taken as a whole.

Disagreements with Management

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements, or the auditors' report. We are pleased to report that no such disagreements arose during the course of our audit.

Management Representations

We have requested certain representations from management that are included in the management representation letter dated September 12, 2014.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the IDA's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Other Audit Findings or Issues

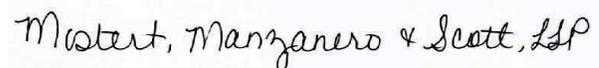
We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the IDA's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

Other Matters

With respect to the supplementary information accompanying the financial statements, we made certain inquiries of management and evaluated the form, contents, and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

Restriction on Use

This information is intended solely for the use of the Board of Directors and management of the Schoharie County Industrial Development Agency and is not intended to be and should not be used by anyone other than these specified parties.



Oneonta, New York
September 12, 2014

MANAGEMENT LETTER

Board of Directors
Schoharie County Industrial Development Agency
Cobleskill, New York

In planning and performing our audit of the financial statements of the Schoharie County Industrial Development Agency (the "IDA") as of and for the year ended June 30, 2014, in accordance with auditing standards generally accepted in the United States of America, we considered the IDA's internal control over financial reporting (internal control) as a basis for designing our audit procedures for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the IDA's internal control. Accordingly, we do not express an opinion on the effectiveness of the IDA's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A material weakness is a deficiency, or combination of deficiencies in internal control, such that there is a reasonable possibility that a material misstatement of the IDA's financial statements will not be prevented, or detected and corrected on a timely basis.

Our consideration of internal control was for the limited purpose described in the first paragraph and was not designed to identify all deficiencies in internal control that might be material weaknesses. Given these limitations during our audit, we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Best Practice - Comments

Loan and Note Collateralization

During our examination of loans and notes receivable and the respective allowance for uncollectible loans and notes, we noted that the IDA has a relatively unfavorable collateral position on many of the outstanding loans and notes. As a result of this unfavorable position, there is a high probability that the IDA will incur substantial losses in the event that a loan or note becomes uncollectible.

We recommend that the IDA initiate a policy to secure a more favorable collateral position when new loans and notes are issued. Such a policy will reduce the likelihood of loss and provide the IDA with a greater ability to collect on delinquent loans and notes.

Accounting Manual: Verification of Accounting Procedures

Upon review of the accounting and procedures manual, it was noted, during our audit, that some of the accounting procedures described were not verifiable. We recommend that, if the procedures are to be performed, there should be documentation for completion of these steps.

We believe internal controls could be improved by the following:

- While sampling receipts and deposits, we noted that the mail was opened by the IDA staff but the bookkeeper completes the daily cash receipts log. Having other IDA staff open the mail is a good internal control. However, we recommend that the daily cash receipts log be created by the person opening the mail and forwarded to the bookkeeper. This log should be compared to the deposit slip and QuickBooks entry. The log should also be initialed by the personnel completing each procedures.

This communication is intended solely for the information and use of the Board of Directors and management and is not intended to be and should not be used by anyone other than these specified parties.

Mistert, Manzanero & Scott, LLP

Oneonta, New York
September 12, 2014