

ST. LAWRENCE-LEWIS BOCES

CLAIMS AUDITOR REPORT

Claims audited for the quarter ending September 30, 2023

July 31, 2023	454
August 31, 2023	517
September 30, 2023	471

Findings for the quarter were as follows:

July- PO# A23-06160; Airgas, invoice in the amount of \$15.50. Invoice dated 6/8/2023 and the PO is dated 6/30/2023. Prior approval and a purchase order required for all purchases. The PO originated from Seaway Tech.

PO# A24-00513; Star Route Service, invoice in the amount of \$1067.95. Invoice dated 7/3/2023 and the PO is dated 7/21/23. Prior approval and a purchase order required for all purchases. The PO originated from SLL BOCES.

August- PO# A24-00880; Alltech Integrations, invoice in the amount of \$26.25. Invoice dated 8/9/2023 and the PO is dated 8/15/2023. Prior approval and a purchase order required for all purchases. The PO originated from NWT.

PO# A24-01014; Day Automation., invoice in the amount of \$3258.36. Invoice dated 8/16/2023 and the PO is dated 8/22/2023. Prior approval and a purchase order required for all purchases. The PO originated from SLL BOCES.

September- PO# A24-01309; Xpedx/Veritiv Operating. Invoice was entered for \$1545.51. There was a discount available of \$13.55. Amount was changed to reflect the discount and changed to \$1531.96.

PO# A24-01313; Day Automation, invoice in the amount of \$312.50. Invoice dated 8/29/2023 and the PO is dated 9/14/2023. Prior approval and a purchase order required for all purchases. The PO originated from SLL BOCES.

PO# A24-01334; Amazon, invoice in the amount of \$70.38. Invoice dated 4/28/2023 and the PO is dated 9/15/2023. Invoice was missed from previous year. The PO originated from SLL BOCES Education Center.

PO# A24-01773; Barkley's Safe and Lock, Invoices in the amounts of \$90.00, \$165.00, \$235.00, and \$147.00. Invoices were dated 1/23/2023, 4/14/2023,

4/20/2023, and 5/15/2023. Purchase order was dated 9/28/2023. All invoices were missed from previous year. PO originated from SLL BOCES.

PO# A24-01542; Famous Artist Series, invoice in the amount of \$1157.40. Invoice is dated 9/7/2023 and PO is dated 9/27/2023. Prior approval and a purchase order required for all purchases. The PO originated from SLL BOCES.

PO# A24-01604; Siemens, invoice in the amount of \$458.55. Invoice is dated 8/28/2023 and PO is dated 9/27/2023. Prior approval and a purchase order required for all purchases. The PO originated from SLL BOCES.

All corrections were made, any questions answered, and problems promptly resolved. The business office staff continues to be very cooperative.

Julia Stevenson