



Auditor of Public Accounts  
Mike Harmon

**FOR IMMEDIATE RELEASE**

Contact: **Michael Goins**  
[Michael.Goins@ky.gov](mailto:Michael.Goins@ky.gov)  
**502.564.5841**  
**502.209.2867**

**Harmon Releases Audit of Former Robertson Clerk's Fee Account**

**FRANKFORT, Ky.** – State Auditor Mike Harmon today released the audit of the 2014 financial statement of former Robertson County Clerk Stephanie Bogucki. State law requires the auditor to conduct annual audits of county clerks and sheriffs.

Auditing standards require the auditor's letter to communicate whether the financial statement presents fairly the revenues, expenditures and excess fees of the former Robertson County Clerk in accordance with accounting principles generally accepted in the United States of America. The clerk's financial statement did not follow this format. However, the clerk's financial statement is fairly presented in conformity with the regulatory basis of accounting, which is an acceptable reporting methodology. This reporting methodology is followed for all 120 clerk audits in Kentucky.

As part of the audit process, the auditor must comment on non-compliance with laws, regulations, contracts and grants. The auditor must also comment on material weaknesses involving the internal control over financial operations and reporting.

The audit contains the following comment:

**The former county clerk's office lacked adequate segregation of duties.** The former county clerk's office lacked adequate segregation of duties over receipts and disbursements. The former county clerk had herself and one full-time employee, which did not allow for adequate segregation of duties. The former county clerk reviewed the work of her employee. However, there were days when only one employee was working, therefore the employee working would be collecting receipts, depositing funds, and posting transactions. The former county clerk prepared the daily bank deposit and daily checkout sheet and then posted items to the receipts ledger. The former county clerk prepared the quarterly financial report and bank reconciliations and agreed these reports to the receipts and disbursements ledgers. The former county clerk prepared checks for all disbursements including payroll and posted to the disbursements ledger.

The former county clerk and her employee were the only authorized check signers. The former county clerk did not require dual signatures on checks.

A lack of segregation of duties over receipts and disbursements could result in undetected misappropriation of assets and/or inaccurate financial reporting to external agencies such as the Department for Local Government.

Good internal controls dictate the same employee should not handle, record, and reconcile receipts and disbursements. The former county clerk could have implemented compensating controls to help offset the lack of adequate segregation of duties. These compensating controls could have included periodic reviews by someone outside the former county clerk's office to examine bank reconciliations and monthly reports.

*Former County Clerk's response: None.*

The county clerk's responsibilities include collecting certain taxes, issuing licenses, maintaining county records and providing other services. The clerk's office is funded through statutory fees collected in conjunction with these duties.

The audit report can be found on the [auditor's website](#).

###

*The Auditor of Public Accounts ensures that public resources are protected, accurately valued, properly accounted for, and effectively employed to raise the quality of life of Kentuckians.*

*Call 1-800-KY-ALERT or visit our website to report suspected waste and abuse.*

