

Received:
OK



To Be Submitted to the Grand Recorder by June 30, 2020

ANNUAL AUDIT

THE AUDITING COMMITTEE

OF

COMMANDERY

NO.

STATIONED AT

[Redacted]

, PA

[Redacted]

CITY

COUNTY

DIVISION NO. [Redacted]

FEDERAL TAX ID NUMBER [Redacted]

of the

GRAND COMMANDERY of KNIGHTS TEMPLAR of PENNSYLVANIA

FOR TEMPLAR YEAR: **MAY 1, 2019 - APRIL 30, 2020**

TOTAL INDIVIDUAL PAYMENT to COMMANDERY [Redacted]

TOTAL PAYMENT (CELL (G41) MUST BE A **MINIMUM of \$35.00**

GC =\$16 + GE =\$9 + Local Commandery Dues = (**Minimum**) \$10 = \$35.00

E-MAIL COMPLETED AUDIT TO: [Redacted]

gndrec1@outlook.com

gndrecrb1@outlook.com

YOUR SECTION OFFICER

YOUR DIVISION COMMANDER

**Auditing Committee of
Commandery**

No.

For Templar Year May 1, 2019 - April 30, 2020

This report must be presented to the Commandery at the first stated Conclave preceding June 30, 2020. It must be read *in full* in open Commandery and be spread upon or bound into the records of the Conclave. It must then be forwarded to the Office of the Grand Recorder to reach him no later than June 30, 2020. (Commanderies meeting after June 30, 2020 are to forward the report no later than June 30, 2020 even though it has not been read in the Commandery. These Commanderies will present and read the report at the subsequent stated Conclave).

CERTIFICATION

The Knights herein named members of the Auditing Committee, respectfully report that they have examined the books, accounts and records of the Treasurer, Recorder and Trustees for the Templar Year ending April 30, 2020 and have found them to be *(place an " " in the appropriate box)*.

CORRECT

or

INCORRECT

The securities and other assets held by the Trustees have been examined and have been found to be as recorded.

To the best of our knowledge and belief, the information on the following pages of this report are true and correct. Electronic Signature will be ACCEPTED

ELECTRONIC SUBMITTAL CERTIFIES THE AUDIT TO BE ACCURATE

Respectfully submitted,

<i>Sir Knight</i> _____ (signature)	Date _____, 2020

(type/print full name)	

<i>Sir Knight</i> _____ (signature)	Date _____, 2020

(type/print full name)	

<i>Sir Knight</i> _____ (signature)	Date _____, 2020

(type/print full name)	

MEMBERSHIP CALCULATION - TEMPLAR YEAR MAY 1, 2019 to APRIL 30, 2020

* * * ALL DATA MUST AGREE WITH RESPECTIVE YEAR'S ANNUAL RETURN * * *

Membership May 1, 2019 <u>(Use Ending Membership Figure From 2019 Annual Return)</u>			Use Ending Membership from 2019 Annual Return
Membership Increase			
Knightings:	+		
Affiliations:	+		
Restorations:	+		
Total Increase			
Membership Decrease			
Deceased:	-		
Demitted:	-		
Suspensions - non-payment of dues:	-		
Suspensions - loss of Masonic memberships:	-		
Expelled:	-		
Total Decrease			
End of Year Total Membership - April 30, 2020			

DUES AND FEES

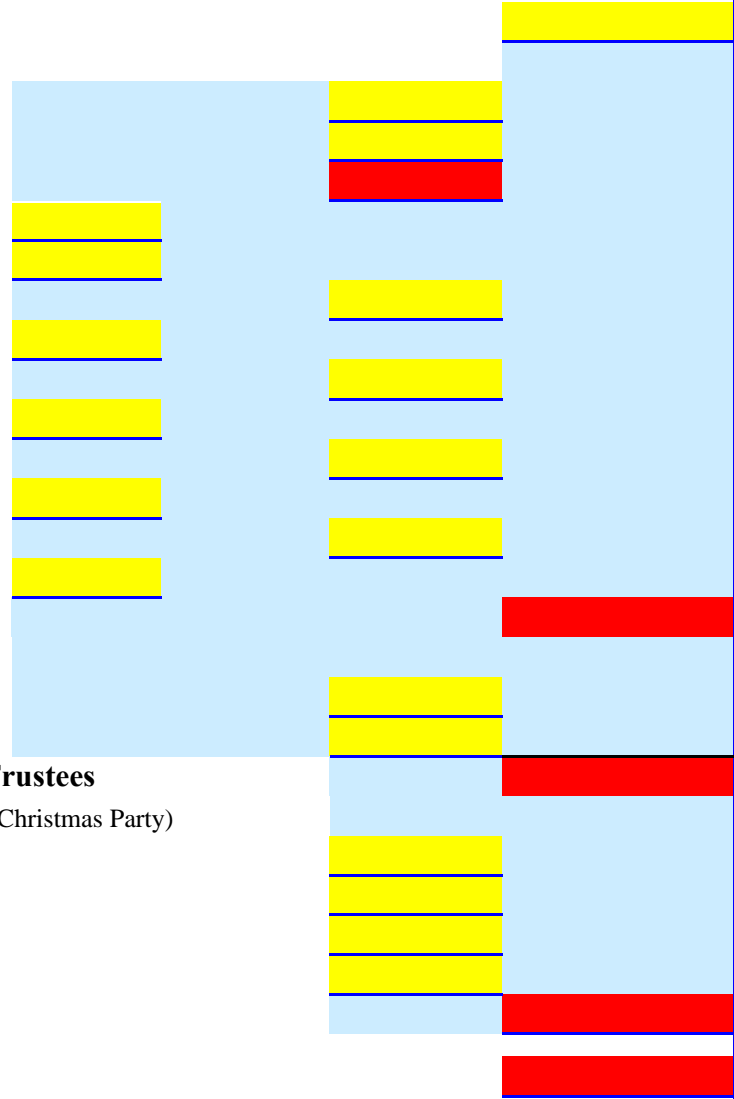
Annual DUES Charged per Sir Knight <i>(do not include Grand Commandery, Grand Encampment or Eye Foundation Assessments, which are \$16.00, \$9.00 and \$1.00 respectfully)</i>			
Fee charged for Knighting <i>(Minimum = \$ 25.00)</i>			
Number of Life Members in Commandery			
Number of Life Members of Eye Foundation			
Number of members for whom dues were remitted			
Number of members in arrears one year <i>(subject to suspension)</i>			
Number of members paid dues in advance			

COMMANDERY INCOME AND RECEIPTS

1. Beginning Cash Balance May 1, 2019

Received from Members

- 2. Total Dues and Assessments received
- 3. Total Fees for Orders
- 4. Total fees for Life Membership
- 4a. Life Membership Fee
- 4b. Life Memberships purchased
- 5. Fees for Eye Foundation
 - Number of members covered
- 6. Contributions for Eye Foundation
 - Number of members contributing
- 7. Contributions for Endowment Fund
 - Number of members contributing
- 8. Contributions to the Commandery
 - Number of members contributing
- 9. Total received from members**
- Received from Treasurer and Trustees
- 10. Interest received on Treasurer's balance
- 11. Received from Trustees
- 12. Total Received from Treasurer's Interest and Trustees**
- Other Income (itemize; e.g., Annual Banquet, Summer Picnic, Christmas Party)
- 13. *itemize:*
- 14. *itemize :*
- 15. *itemize:*
- 16. *itemize:*
- 17. Total Other Income**
- 18. Total Funds Available for Templar Year 2019- 2020**



COMMANDERY EXPENSES / DISBURSEMENTS / FUNDS TRANSFER

Fraternal Expenses / Disbursements

19. Grand Commandery, Grand Encampment, Eye Foundation Assessments	\$					
20. Asylum Annual Rent						
21. Refunds of Dues and/or Fees						
Number of Refunds Issued						
22. Charity Contributions						
Number of Contributions Issued						
23. Funerals, Flowers or Sick Members						
24. Regalia and Equipment						
25. Program Costs (Speaker Honorariums / Steward)						
26. Annual Conclave Expenses						
27. Installation of Officers						
28. Religious Services						
29. Eye Foundation Contributions						
30. Miscellaneous Fraternal Expenses						

31. Total Fraternal Expenses

Business Expenses - Operating & Payroll and Taxes

32. Printing, Postage, Shipping						
33. Maintenance and Janitorial						
34. Insurance						
35. Bonding						
36. Stationery & Supplies						
37. Other Business Expenses - list:						

38. Total Operating Expenses

Salary and Payroll Taxes

	Treasurer	Recorder	Sentinel	Total		
39a. Gross Payroll						
39b. Taxes Withheld						
39c. Net Payroll						
40. Payroll Taxes Withheld						
41. Matching Payroll Taxes (e.g., FICA)						

42. Total Payroll & Payroll Taxes Expense

43. Total Commandery Expenses and Disbursements

Transfers to Trustees

44. Life Membership Fees to Permanent Fund No.						
45. For Investment in Permanent Fund						
46. For Investment in General Fund held by Trustees						
47. For Investment in _____ Fund held by Trustees						

49. Total Transferred to Trustees (Lines 41-44)

50. Total Expenses, Disbursements and Fund Transfers

51. Cash Balance at End of the Year April 30, 2020

52. Total Expenses and Cash Balance

COMMANDERY INSURANCE COVERAGE

Does the Commandery have fire insurance on regalia and other property? (Place a in appropriate box)

YES NO

Briefly explain policy - e.g., Does the coverage provide replacement value or purchase price? What is the dollar limit? Is real property also covered? If so, specifically what is covered, and at what level? Who underwrites the policy? Annual / average annual premium cost (for both personal and /or real property, if applicable)? etc.

Does this Commandery have liability insurance? (Place an in appropriate box)

YES NO

Please provide brief details - e.g., Briefly explain the limits and nature of coverage. Who underwrites the policy? Annual / average annual premium cost? etc.

Does this Commandery carry fidelity bonds? (Place an in appropriate box)

YES NO

Briefly explain the nature of the bond - Who underwrites the bond? Is there a requirement for the bond? If so, what is the specific requirement? Annual / average annual premium cost? etc.

TRUSTEES REPORT

THE CASH AND SECURITIES IN THE HANDS OF OUR COMMANDERY TRUSTEES WERE AS FOLLOWS:

(ALL FUNDS HELD BY TRUSTEES)

Name of Security	Valuation 05/01/2019	Valuation 04/30/2020	Change in Market Value (Profit/Loss)
Permanent Funds <i>(list name/number)</i> :			
Total Permanent Funds			
General Funds <i>(list name/number)</i> :			
Total General Funds			
Miscellaneous Funds <i>(list name/number)</i> :			
Total Miscellaneous Funds			
Trustee Checking Acct <i>(list name/number)</i> :			
Total Trustee Checking Accounts			
Grand Total All Trustee Funds			

When you are satisfied that you have completed the form please check this box:

SECTION OFFICERS			Divisions
SE	Mark Mattern	hermitcommandery24@gmail.com	1, 3, 5
SW	Sean Tomasic	sean_tomasic@hotmail.com	2, 4
CEN	Harry Smith	smithhjktpa@gmail.com	6, 11, 14
NE	Thomas Helm	drtom4250@gmail.com	7, 9, 13
NW	Robert Polander	SKrpolander@comcast.net	8, 10
DIVISION COMMANDERS			Commanderies
1	Joseph Tolen	sktinmankt@gmail.com	4,36,47,54
2	B. Scott Allen	hooch86_3@msn.com	1,35,72,78
3	Robert A. Witmyer	rwitmyer@ptd.net	71,95,96
4	Matthew M. Brockman	mmbrockman79@gmail.com	3,7,18,80
5	Brian J. Wagner	bjwags@comcast.net	13,24,55
6	Troy A. Mock	ramrod.tam4@gmail.com	10,61,65
7	Edward H. Hawk	edward_hawk@hotmail.com	23,39,41,77
8	Roger B. Early	rearly.efc@gmail.com	67,84,87,100
9	Louis Starniri	starniriwb@rcn.com	9,19,20,81
10	Harvey J. Long	hjlong@zoominternet.net	30,44,58,63,69
11	Michael D. Dunlap	mdunlap43@gmail.com	8,11,21,56,79,98
13	Walter M. Bechtold	wbech48@aoll.com	14,16,17,27,45,89,
14	Dean A. Sipe	dasipe@verizon.net	12,22,26,33,37,46,85