

# Goldklang, Cavanaugh & Associates, P.C.

## Certified Public Accountants

### Principals

Howard A. Goldklang, CPA, MBA  
Kevin D. Cavanaugh, CPA  
Donald E. Harris, CPA  
Anne M. Sheehan, CPA  
S. Gail Moore, CPA

### MEMBERS OF

American Institute of CPAs  
Virginia Society of CPAs  
Greater Washington Society of CPAs  
Maryland Society of CPAs  
Texas Society of CPAs

### Managers

Jamie L. Brodnax, CPA  
Allison A. Day, CPA  
Jeremy W. Powell, CPA  
Renee L. Watson, CPA

### Independent Auditor's Report

Board of Directors  
The Lauren, A Condominium  
Washington, D.C.

We have audited the accompanying Balance Sheets of The Lauren, A Condominium as of December 31, 2008 and 2007, and the related Statements of Income, Members' Equity, and Cash Flows for the years then ended. These financial statements are the responsibility of the Association. Our responsibility is to express an opinion on these financial statements based on our audits.

We conducted our audits in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes consideration of internal control over financial reporting as a basis for designing audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Association's internal control over financial reporting. Accordingly, we express no such opinion. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by the Association, as well as evaluating the overall financial statement presentation. We believe that our audits provide a reasonable basis for our opinion.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of The Lauren, A Condominium as of December 31, 2008 and 2007, and the results of its operations and its cash flows for the years then ended in conformity with accounting principles generally accepted in the United States of America.

The supplementary information on future major repairs and replacements on page 10 is not a required part of the basic financial statements of The Lauren, A Condominium, but is supplementary information required by the American Institute of Certified Public Accountants. We have applied certain limited procedures, which consisted principally of inquiries of management regarding the methods of measurement and presentation of the supplementary information. However, we did not audit the information and express no opinion on it.

August 21, 2009

*Goldklang, Cavanaugh & Associates, P.C.*

### Maryland

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THE LAUREN, A CONDOMINIUM  
BALANCE SHEETS  
DECEMBER 31, 2008 AND 2007

	2008	2007
<u>ASSETS</u>		
Cash and Cash Equivalents	\$ 112,248	\$ 280,893
Interest-Bearing Deposits	1,140,161	786,312
Assessments Receivable	9,211	25,572
Due from Prior Management	64,735	64,735
Income Taxes Receivable	2,393	6,474
Prepaid Expenses	35,031	23,582
Fixed Assets - Net	8,006	8,006
Total Assets	\$ 1,371,785	\$ 1,195,574

LIABILITIES AND MEMBERS' EQUITY

Accounts Payable - Trade	\$ 31,164	\$ 44,562
Accounts Payable - Other	14,230	14,230
Prepaid Assessments	26,423	16,967
Total Liabilities	\$ 71,817	\$ 75,759
Replacement Reserves	\$ 1,234,631	\$ 1,006,211
Unappropriated Members' Equity	65,337	113,604
Total Members' Equity	\$ 1,299,968	\$ 1,119,815
Total Liabilities and Members' Equity	\$ 1,371,785	\$ 1,195,574

See Accompanying Notes to Financial Statements

THE LAUREN, A CONDOMINIUM  
STATEMENTS OF INCOME  
FOR THE YEARS ENDED DECEMBER 31, 2008 AND 2007

	<u>2008</u>	<u>2007</u>
<u>INCOME:</u>		
Assessments	\$ 987,571	\$ 954,996
Parking	11,412	10,418
Rent	19,200	17,700
Interest	48,789	37,156
Laundry	27,765	25,540
Move In Fees	7,550	4,593
Other	7,858	12,559
Total Income	<u>\$ 1,110,145</u>	<u>\$ 1,062,962</u>
 <u>EXPENSES:</u>		
Payroll and Related Benefits	\$ 379,012	\$ 355,030
Management	17,484	17,136
Legal, Audit and Tax Preparation	8,786	13,983
Insurance	35,261	42,732
Administrative	15,433	15,497
Utilities	294,931	237,537
Grounds Maintenance	5,656	3,823
Elevator	15,212	18,481
HVAC	8,889	12,096
Pool	2,726	5,047
Building Engineer	-	4,200
Repairs and Maintenance	82,172	92,252
Association Owned Unit	7,979	4,095
Property Taxes	-	1,527
Depreciation	-	205
Income Taxes	14,046	11,139
Total Expenses	<u>\$ 887,587</u>	<u>\$ 834,780</u>
Net Income before Contribution to Reserves	<u>\$ 222,558</u>	<u>\$ 228,182</u>
Contribution to Reserves	<u>(270,825)</u>	<u>(204,171)</u>
Net Income (Loss)	<u>\$ (48,267)</u>	<u>\$ 24,011</u>

See Accompanying Notes to Financial Statements

THE LAUREN, A CONDOMINIUM  
STATEMENTS OF MEMBERS' EQUITY  
FOR THE YEARS ENDED DECEMBER 31, 2008 AND 2007

	<u>Replacement Reserves</u>	<u>Unappropriated Members' Equity</u>	<u>Total Members' Equity</u>
Balance as of December 31, 2006	\$ 878,264	\$ 89,593	\$ 967,857
Additions:			
Contribution to Reserves	204,171		204,171
Net Income		24,011	24,011
Deductions:			
Waterproofing	(2,500)		(2,500)
HVAC	(28,556)		(28,556)
Pumps	(1,222)		(1,222)
Water Heaters	(2,820)		(2,820)
CCTV	(3,058)		(3,058)
Cooling Tower	(1,700)		(1,700)
Unit Convectector	(33,600)		(33,600)
Signs	(817)		(817)
Copier	(1,951)		(1,951)
Balance as of December 31, 2007	\$ 1,006,211	\$ 113,604	\$ 1,119,815
Addition:			
Contribution to Reserves	270,825		270,825
Deductions:			
Pool	(26,685)		(26,685)
Garage Door	(6,585)		(6,585)
Roof	(9,135)		(9,135)
Net Loss		(48,267)	(48,267)
Balance as of December 31, 2008	<u>\$ 1,234,631</u>	<u>\$ 65,337</u>	<u>\$ 1,299,968</u>

See Accompanying Notes to Financial Statements

THE LAUREN, A CONDOMINIUM  
STATEMENTS OF CASH FLOWS  
FOR THE YEARS ENDED DECEMBER 31, 2008 AND 2007

	<u>2008</u>	<u>2007</u>
<u>CASH FLOWS FROM OPERATING ACTIVITIES:</u>		
Net Income (Loss)	\$ (48,267)	\$ 24,011
Adjustments to Reconcile Net Income (Loss) to to Net Cash Provided by Operating Activities:		
Depreciation	-	205
Decrease (Increase) in:		
Assessments Receivable	16,361	(1,019)
Due from Prior Management	-	63
Income Taxes Receivable	4,081	(5,111)
Prepaid Expenses	(16,503)	8,965
Increase (Decrease) in:		
Accounts Payable - Trade	(13,398)	6,940
Income Taxes Payable	-	(1,822)
Prepaid Assessments	9,456	12,591
Security Deposits	-	(8,528)
Net Cash Flows from Operating Activities	<u>\$ (48,270)</u>	<u>\$ 36,295</u>
<u>CASH FLOWS FROM INVESTING ACTIVITIES:</u>		
Received from Assessments (Reserves)	\$ 222,036	\$ 168,585
Received from Interest (Reserves)	48,789	35,586
Disbursed for Reserve Expenditures	(42,405)	(76,224)
Received from Interest-Bearing Deposits	421,584	98,107
Disbursed for Interest-Bearing Deposits	<u>(770,379)</u>	<u>(130,111)</u>
Net Cash Flows from Investing Activities	<u>\$ (120,375)</u>	<u>\$ 95,943</u>
Net Change in Cash and Cash Equivalents	\$ (168,645)	\$ 132,238
Cash and Cash Equivalents at Beginning of Year	<u>280,893</u>	<u>148,655</u>
Cash and Cash Equivalents at End of Year	<u>\$ 112,248</u>	<u>\$ 280,893</u>
<u>SUPPLEMENTAL DISCLOSURE OF CASH FLOW INFORMATION:</u>		
Cash Paid for Income Taxes	<u>\$ 16,000</u>	<u>\$ 14,750</u>

See Accompanying Notes to Financial Statements

THE LAUREN, A CONDOMINIUM  
NOTES TO FINANCIAL STATEMENTS  
DECEMBER 31, 2008 AND 2007

NOTE 1 - NATURE OF OPERATIONS:

The Condominium was organized under the laws of the District of Columbia in 1980 for the purposes of maintaining and preserving the common property of the condominium. The Association is located in Washington, D.C. and consists of 168 units. The Association's Board of Directors administers the condominium operations.

NOTE 2 - SIGNIFICANT ACCOUNTING POLICIES:

A) Method of Accounting - The financial statements are presented on the accrual method of accounting, in which revenues are recognized when earned and expenses when incurred, not necessarily when received or paid.

B) Member Assessments - Association members are subject to assessments to provide funds for the Association's operating expenses, future capital acquisitions, and major repairs and replacements. Assessments receivable at the balance sheet date represent fees due from unit owners. The Association's policy is to retain legal counsel and place liens on the properties of owners whose assessments are delinquent. Any excess assessments at year-end are retained by the Association for use in future years. The Association utilizes the allowance method of accounting for bad debt.

C) Common Property - Real property and common areas acquired from the declarant and related improvements to such property are not recorded in the Association's financial statements because those properties are owned by the individual unit owners in common, and not by the Association. Common property includes, but is not limited to, the exterior structures, mechanical equipment and recreational facilities.

D) Estimates - The preparation of financial statements, in conformity with generally accepted accounting principles, requires management to make estimates and assumptions. Such estimates affect the reported amounts of assets and liabilities. They also affect the disclosure of contingent assets and liabilities, at the date of the financial statements, and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

E) Cash Equivalents - For purposes of the statement of cash flows, the Association considers all highly liquid investments and interest-bearing deposits with an original maturity date of three months or less to be cash equivalents.

F) Depreciation - Fixed assets are carried at cost. Depreciation was computed on a straight-line basis over the estimated useful lives of the assets. The assets were fully depreciated in 2007.

G) Reclassification - Certain amounts have been reclassified in the accompanying 2007 financial statements to conform to the 2008 presentation.

THE LAUREN, A CONDOMINIUM  
NOTES TO FINANCIAL STATEMENTS  
DECEMBER 31, 2008 AND 2007  
(CONTINUED)

NOTE 3 - REPLACEMENT RESERVES:

The Association's governing documents require that funds be accumulated for future major repairs and replacements. Accumulated funds held are generally not available for expenditures for normal operations.

The Association had a replacement reserve study conducted by an engineer during 2007. The table included in the supplementary information on Future Major Repairs and Replacement is based on this study.

The study recommends a contribution of \$138,000 for 2008. During 2008, the Association budgeted to contribute \$222,036 to the replacement reserves. In addition, the Association elected to contribute interest income of \$48,789.

Funds are being accumulated in replacement reserves based on estimates of future needs for repair and replacement of common property components. Actual expenditures may vary from the estimated future expenditures and the variations may be material; therefore, amounts accumulated in the replacement reserves may or may not be adequate to meet all future needs for major repairs and replacements. If additional funds are needed, the Association may increase regular assessments, pass special assessments, or delay major repairs and replacements until funds are available.

As of December 31, 2008 and 2007, the Association had designated \$1,234,631 and \$1,006,211 respectively, for replacement reserves. These designated reserves were funded by cash and interest-bearing deposits.

NOTE 4 - INCOME TAXES:

For income tax purposes, the Association may elect annually to file either as an exempt condominium or as an association taxable as a corporation. As an exempt condominium, the Association's net assessment income would be exempt from income tax, but its interest income would be taxed. Electing to file as a corporation, the Association is taxed on its net income from all sources (to the extent not capitalized or deferred) at normal corporate rates after corporate exemption, subject to the limitation that operating expenses are deductible only to the extent of income from members. For 2008 and 2007, the income taxes were calculated using the corporate method.

NOTE 5 - CASH AND INTEREST-BEARING DEPOSITS:

As of December 31, 2008, the Association maintained its funds in the following manner:

THE LAUREN, A CONDOMINIUM  
NOTES TO FINANCIAL STATEMENTS  
DECEMBER 31, 2008 AND 2007  
(CONTINUED)

NOTE 5 - CASH AND INTEREST-BEARING DEPOSITS: (CONTINUED)

<u>Institution</u>	<u>Type Account</u>	<u>Cash and Cash Equivalents</u>	<u>Interest- Bearing Deposits</u>	<u>Total</u>
RBC	Checking	\$ 16,979	\$ -	\$ 61,979
Smith Barney	Money Fund	92,769		92,769
Chevy Chase	Money Market	2,500		2,500
Merrill Lynch	Certificates of Deposit (2)		192,000	192,000
Wright Express	Certificate of Deposit		48,000	48,000
Fifth Third Bank	Certificates of Deposit (2)		119,000	119,000
Washington Mutual	Certificate of Deposit		80,000	80,000
Ge Capital Financial	Certificates of Deposit (2)		100,000	100,000
Capmark Bank	Certificate of Deposit		96,000	96,000
The Huntington National Bank	Certificate of Deposit		96,000	96,000
Georgian Bank	Certificate of Deposit		96,000	96,000
Principal	Certificate of Deposit		78,378	78,378
Capital One	Certificates of Deposit		76,337	76,337
M&T	Certificate of Deposit		76,629	76,629
Eagle	Certificate of Deposit		81,817	81,817
	Totals	<u>\$ 112,248</u>	<u>\$ 1,140,161</u>	<u>\$ 1,252,409</u>

NOTE 6 - FIXED ASSETS - NET:

The condominium unit is being depreciated over an estimated useful life of thirty years using the straight-line method. The depreciation expense for 2007 was \$205.

Condominium Unit	\$ 47,482
Land	8,006
Less: Accumulated Depreciation	<u>(47,482)</u>
Fixed Assets - Net	<u>\$ 8,006</u>

NOTE 7 - DUE FROM PRIOR MANAGEMENT:

During 2005, unsupported cash adjustments were recorded in the Association's accounting records totaling \$4,490. During 2006, homeowner assessment receipts of \$60,245 were not deposited in the Association's accounts. Both of these issues occurred while managed by Koger Management Group, Inc. These amounts have been recorded as Due From Prior Management of \$64,735. See footnote 9.



THE LAUREN, A CONDOMINIUM  
NOTES TO FINANCIAL STATEMENTS  
DECEMBER 31, 2008 AND 2007  
(CONTINUED)

NOTE 8 - MANAGEMENT CHANGE:

The Association changed financial management agents. Effective, January 1, 2007, Simmons Management became the new financial management agent.

The Association's former managing agent, Koger Management Group, Inc. DBA Tri-State Management filed for Chapter 11 Bankruptcy (Reorganization) on July 26, 2007 and was subsequently sold at auction in 2008.

NOTE 9 - SUBSEQUENT EVENTS:

Subsequent to year-end, the Association expects to receive insurance proceeds for water leak damage around \$8,000.

Additionally, subsequent to year-end, the Association received insurance proceeds of \$54,735 for a reimbursement for assessments owed to them from the prior management company, Koger Management Group, Inc.

Subsequent to year-end, the Association contracted to have repairs done to the water heaters, remodeling, and new boilers installed in the amount of \$46,535, \$11,282, and \$208,426, respectively. In addition, the Association contracted to have new drywall installed in the amount of \$227,600. These expenditures will be funded by the replacement reserves.

THE LAUREN, A CONDOMINIUM  
SUPPLEMENTARY INFORMATION ON FUTURE MAJOR  
REPAIRS AND REPLACEMENTS  
DECEMBER 31, 2008  
(UNAUDITED)

The Association had a replacement reserve study conducted by an engineer during 2007 to estimate the remaining useful lives and the replacement costs of the components of common property. Replacement costs were based on the estimated costs to repair or replace the common property components at the date of the study. Estimated replacement costs take into account the effects of inflation between the date of the study and the date the components will require repair or replacement. The study does not present the estimated remaining useful lives in a format that can be summarized. Therefore, the estimated remaining useful lives of the common property components are not presented below.

The following has been extracted from the Association's replacement reserve study and presents significant information about the components of common property.

<u>Component</u>	<u>2007 Estimated Replacement Costs</u>
Exterior	\$ 721,975
Interior	625,180
Building Services	2,093,200
Property Site	211,600
Pool	115,000
Garage	102,560
Reserve Study	4,200

**Representation Letter**

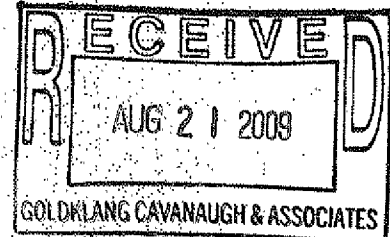
*This letter needs to be signed by the Board President or Treasurer and management representative, if applicable, and returned to our office within 60 days.*

**The Lauren, A Condominium**

Date

8/21/09

GOLDKLANG, CAVANAUGH & ASSOCIATES, P.C.  
1801 Robert Fulton Drive, Suite 200  
Reston, Virginia 20191



Dear Auditors:

1907

We are providing this letter in connection with your audits of the financial statements of The Lauren, A Condominium as of December 31, 2008 and 2007, and for the years then ended, for the purpose of expressing an opinion as to whether the financial statements present fairly, in all material respects, the financial position, and results of operations and cash flows, in conformity with accounting principles generally accepted in the United States of America. We confirm that we are responsible for the fair presentation in the financial statements of financial position, results of operations, and cash flows in conformity with accounting principles generally accepted in the United States of America. We are also responsible for adopting sound accounting policies, establishing and maintaining internal control, and preventing and detecting fraud.

Certain representations in this letter are described as being limited to matters that are material. Items are considered material if they involve an omission or misstatement of accounting information that, in light of surrounding circumstances, makes it probable that the judgment of a reasonable person relying on the information would be changed or influenced by the omission or misstatement. An omission or misstatement that is monetarily small in amount could be considered material as a result of qualitative factors.

We confirm, to the best of our knowledge and belief, the following representations made to you during your audits:


1. The financial statements referred to above are fairly presented in conformity with accounting principles generally accepted in the United States of America.
2. We have made available to you all:
  - A) Financial records and related data.
  - B) Minutes of meetings of the Board of Directors.
3. There have been no communications from regulatory agencies concerning noncompliance with, or deficiencies in, financial reporting practices.
4. There are no material transactions that have not been properly recorded in accounting records underlying the financial statements.
5. We are in agreement with the adjusting journal entries you have recommended, and they have been posted to the Association's accounts, if appropriate.
6. We acknowledge our responsibility for the design and implementation of programs and controls to prevent and detect fraud.

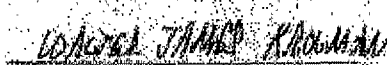
7. We have no knowledge of any fraud or suspected fraud affecting the Association involving:
  - A) management,
  - B) employees who have significant roles in internal control, or
  - C) others where the fraud could have a material effect on the financial statements.
8. We have no knowledge of any allegations of fraud or suspected fraud affecting the Association received in communications from employees, former employees, owners, regulators, or others.
9. The Association has no undisclosed plans or intentions that may materially affect the carrying value or classification of assets and liabilities.
10. The following have been properly recorded or disclosed in the financial statements:
  - A) Related party transactions and related accounts receivable or payable, including sales, purchases, loans, transfers, leasing arrangements, and guarantees.
  - B) Guarantees, whether written or oral, under which the Association is contingently liable.
11. There are no estimates that may be subject to a material change in the near term that have not been properly disclosed in the financial statements. We understand that near term means the period within one year of the date of the financial statements. In addition, we have no knowledge of concentrations existing at the date of the financial statements that make the Association vulnerable to the risk of severe impact that have not been properly disclosed in the financial statements. We understand that concentrations include individual or group concentrations of sources of labor, services, suppliers or lenders. We further understand that severe impact means a significantly financially disruptive effect on the normal functioning of the Association.
12. Except for legal issues disclosed to you, there are no other:
  - A) Violations or possible violations of laws or regulations whose effects should be considered for disclosure in the financial statements or as a basis for recording a loss contingency.
  - B) Other liabilities or gain or loss contingencies that are required to be accrued or disclosed by Statement of Financial Accounting Standards No. 5.
  - C) Pending or threatened litigation, claims or unasserted claims that are required to be accrued or disclosed in the financial statements in accordance with Statement of Financial Accounting Standards No. 5, and we have not consulted a lawyer concerning litigation or claims.
13. The Association has satisfactory title to all owned assets, and there are no liens or encumbrances on such assets nor has any asset been pledged, except as made known to you and disclosed in the notes to the financial statements.
14. We have complied with all aspects of contractual agreements that would have a material effect on the financial statements in the event of noncompliance.
15. We are responsible for the fair presentation of the supplemental information accompanying the financial statements about future major repairs and replacements. The Association had a study conducted in 2007. Amounts accumulated in the replacement reserves may or may not be adequate to meet all future needs for major repairs and replacements. If additional funds are needed, the Board of Directors, on behalf of the Association may increase regular assessments, pass special assessments, or delay major repairs and replacements until funds are available.

16. We understand that the Association is responsible for the choice of income tax filing method and the consequences thereof. The Association's allocation of expenses against membership and non-membership income conforms to IRS rules, which require that the allocation be made "on a reasonable and consistently applied basis." We have adequately documented such allocation. If the Association has excess membership income in the current year the Association, for tax purposes, has elected to either (a) offset it against next year's assessments or (b) refund it to members. We have adequately documented such election in the current year.
17. We have reviewed the transactions affecting replacement reserves (including inter-equity transfers). We are in agreement with them and they are properly authorized and approved.
18. Based on the advice of an insurance professional, insurance coverage is considered adequate for any anticipated property damage losses or liability claims.
19. Assessments receivable recorded in the financial statements represent valid claims against debtors for assessments or other charges arising on or before the balance sheet date and have been reduced to their estimated realizable value.
20. If we intend to print a portion of your report (not in its entirety), we will notify you in advance, and you will have the opportunity to review such printed material before its issuance.
21. We have disclosed to you all material events, if any, that would require adjustments to, or disclosure in, the financial statements. In addition, we represent that no other material events have occurred since you completed your audit fieldwork on February 6, 2009 and through the date of this letter. Examples of material events include, but are not limited to, contracts for replacement reserve expenditures, losses due to a fire, changes in ongoing litigation or new litigation and approval of special assessments. Material events that have occurred are:

The Latron, A Condominium  
December 31, 2008 and 2007


Management Representative:

  
Signature: Charles Lee (MCA 06611)

  
Printed Name: EDWARD JAMES KROWAN

President/Treasurer:

  
Signature: John M. Filie

  
Printed Name: John M. Filie  
Treasurer

# Goldklang, Cavanaugh & Associates, P.C.

## Certified Public Accountants

### Principals

Howard A. Goldklang, CPA, MBA  
Kevin D. Cavanaugh, CPA  
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S. Gail Moore, CPA

### MEMBERS OF

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### Managers

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### *Management Letter*

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

March 17, 2009

Board of Directors  
The Lauren, A Condominium  
Washington D.C.

Dear Board Members:

In connection with our examination of the financial statements of The Lauren, A Condominium for the year ended December 31, 2008, we make the following comments and recommendations.

#### Due from Prior Management

The Association's financial statements include a Due from Prior Management of \$64,735. The balance in this account stems from the following transactions:

- A) Portion of the July 31, 2005 unsupported cash adjustment to Office Supplies expense labeled as "BANK FEES" of \$4,490. This amount was reported to the Association in the 2005 audit and was not resolved during 2006.
- B) \$60,245 of homeowner assessment payments remitted by ACH and VISA during 2006 were posted to owners' accounts but were not deposited in the Association's checking account at year end. These payments were initially processed and deposited through Koger Management Group, Inc.'s control account.

As of December 31, 2008, the Association has not received a reimbursement for these funds. After discussion with management, it is to our understanding that the Association has contacted their insurance agent and collected amounts due subsequent to year-end. We commend the Association for aggressively pursuing the insurance proceeds.

#### **Maryland**

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### Late Notice

We commend the Association for creating a separate account in the internal financials for the late notice expenses. This account was not included in the 2008 budget, which contributed to the current years net loss. We recommend that the Association budget accordingly for this account in future years.

### Accounts Payable - Other

On September 30, 2005, an unsupported adjustment to Assessments Receivable and Accounts Receivable - Other of \$14,230 was recorded in the financial records. We were unable to obtain supporting documentation for this entry. This amount was reported to the Association in the 2005 audit and was not resolved during 2008.

### Assessments Receivable

The Association's assessments receivable balance of \$9,211 represents approximately 1% of annual assessments. Assessments receivable, at a level of 3% or less of annual assessments, indicates good collection procedures and has a positive impact on cash flow. We recommend the Association continue to aggressively pursue all delinquent accounts.

### Security Deposits

As of December 31, 2008, the Association had security deposits of \$1,400 listed on its balance sheet. We were unable to obtain a detailed listing of deposits to support this balance. We recommend the Association develop and maintain a detailed listing of these security deposits. In addition, consideration should be given to charging non-refundable fees rather than deposits.

### Bank statements

We were unable to obtain a bank account statement to support the Principle certificate of deposit during 2008. However, we were able to complete the audit using other means. It is important that management receives and properly records all activity in the Association's bank accounts to the general ledger. This will facilitate the retrieval of information throughout the year as well as during the year-end audit process. In addition, it will help to ensure that, when supporting documentation is requested, it can be obtained in a timely manner.

During 2008, the Association transferred most of the certificates of deposit to a Smith Barney investment account. After discussion with management, it is to our understanding that the Association plans to transfer the remaining open certificates of deposit to the Smith Barney account once matured. We commend that Association for efforts in establishing one investment account. As noted above, we spent significant time obtaining evidence and verifying these balances.

### Crime Coverage

We recommend the Association meet with its insurance agent at least annually to discuss coverage and to make sure that the coverage provides the necessary and appropriate protection. In addition, the Association must get a clear understanding of the process necessary for prompt payment should an event occur and a claim becomes necessary. The Association should maintain crime coverage that equals or exceeds the total of its funds. It should be structured to include a defalcation or

misappropriation committed by a Board member, an employee of the Association, or employees of the management company, including principals.

#### Federal Deposit Insurance Corporation (FDIC)

Effective October 3, 2008 through December 31, 2013, the FDIC insures bank accounts for up to \$250,000 per financial institution. At times throughout the year, the Association's account balances may exceed this limit. We recommend the Association monitor its accounts and immediately transfer funds in excess of the FDIC limit to other institutions or Treasury instruments so all Association funds will be insured. The Association should also periodically check the ratings for all financial institutions used by the Association.

#### Income Taxes

For 2008, the Association filed using the corporate method.

We shall be pleased to discuss our comments and recommendations in greater detail and we are always available to give advice on any financial matter. Please do not hesitate to contact us if there are any questions regarding proper accounting procedures or the implementation of our suggested changes.

Very truly yours,

*Goldklang, Cavanaugh & Associates, P.C.*

GOLDKLANG, CAVANAUGH & ASSOCIATES, P.C.



# Goldklang, Cavanaugh & Associates, P.C.

## Certified Public Accountants

### Principals

Howard A. Goldklang, CPA, MBA  
Kevin D. Cavanaugh, CPA  
Donald E. Harris, CPA  
Anne M. Sheehan, CPA  
S. Gail Moore, CPA

### MEMBERS OF

American Institute of CPAs  
Virginia Society of CPAs  
Greater Washington Society of CPAs  
Maryland Society of CPAs  
Texas Society of CPAs

### Managers

Jamie L. Brodnax, CPA  
Allison A. Day, CPA  
Jeremy W. Powell, CPA  
Renee L. Watson, CPA

### ***Communication with Those Charged with Governance under SAS No. 114***

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

March 17, 2009

Board of Directors  
The Lauren, A Condominium  
Washington D.C.

Dear Board Members:

We have audited the financial statements of The Lauren, A Condominium as of December 31, 2008 and for the year then ended and have issued our report thereon. Professional standards require that we provide you with the following information related to our audit.

### Our Responsibility under U.S. Generally Accepted Auditing Standards

As stated in our engagement letter, our responsibility, as described by professional standards, is to express an opinion about whether the financial statements prepared by management with your oversight are fairly presented, in all material respects, in conformity with accounting principles generally accepted in the United States of America. Our audit of the financial statements does not relieve you or management of your responsibilities.

### Planned Scope and Timing of the Audit

We performed the audit according to the planned scope and timing previously communicated to you in our engagement letter and through discussions with management or the board of directors.

### Significant Audit Findings

### *Qualitative Aspects of Accounting Practices*

The Association is responsible for the selection and use of appropriate accounting policies. In accordance with the terms of our engagement letter, we will advise management about the appropriateness of accounting policies and their application. The significant accounting policies used

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by the Association 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 Association during the year for which there is a lack of authoritative guidance or consensus. There are no significant transactions that have been recognized in the financial statements in a different period than when the transaction occurred.

Accounting estimates are an integral part of the financial statements prepared by the Association and are based on the Association'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 accounting estimate affecting the financial statements was accumulated depreciation.

The disclosures in the financial statements are neutral, consistent, and clear. Certain financial statement disclosures are particularly sensitive because of their significance to financial statement users. The most sensitive disclosures affecting the financial statements were the disclosures of subsequent events and due from management.

#### Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with the Association or 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 trivial, and communicate them to the appropriate level of management. The adjusting journal entries have been provided to the Association. The journal entries are material, either individually or in the aggregate, to the financial statements taken as a whole.

#### Disagreements with Management

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

#### Management and Board of Directors Representations

We have requested certain representations from management and the board of directors that are included in the representation letter.

#### 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 Association'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 the board of directors and management each year. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

Very truly yours,

*Goldklang, Cavanaugh & Associates, P.C.*

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### ***Communication of Significant Deficiencies and/or Material Weaknesses under SAS No. 112***

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

March 17, 2009

Board of Directors  
The Lauren, A Condominium  
Washington D.C.

Dear Board Members:

In planning and performing our audit of the financial statements of The Lauren, A Condominium as of December 31, 2008 and for the year then ended, in accordance with auditing standards generally accepted in the United States of America, we considered the Association's internal control over financial reporting (internal control) as a basis for designing our auditing 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 Association's internal control. Accordingly, we do not express an opinion on the effectiveness of the Association's internal control.

Our consideration of internal control was for the limited purpose described in the preceding paragraph and would not necessarily identify all deficiencies in internal control that might be significant deficiencies or material weaknesses. However, as discussed below, we noted certain deficiencies in internal control that we consider to be significant deficiencies.

A control deficiency 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 misstatements on a timely basis. A significant deficiency is a control deficiency, or combination of control deficiencies, that adversely affects the entity's ability to initiate, authorize, record, process, or report financial data reliably in accordance with generally accepted accounting principles such that there is more than a remote likelihood that a misstatement of the entity's financial statements that is more than inconsequential will not be prevented or detected by the entity's internal control. We consider the following to be a significant deficiency in internal control.

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Modified Cash Basis of Accounting Used

The Association's accounting records are maintained on a modified cash basis of accounting throughout the year. We have proposed several material adjustments, including recording the approved 2007 audit adjustments, to present the financial statements on the accrual basis of accounting.

A material weakness is a significant deficiency, or combination of significant deficiencies, that results in more than a remote likelihood that a material misstatement of the financial statements will not be prevented or detected by the entity's internal control. We believe that the above deficiencies constitute material weaknesses.

Very truly yours,

*Goldklang, Cavanaugh & Associates, P.C.*

GOLDKLANG, CAVANAUGH & ASSOCIATES, P.C.