

**STATE OF ILLINOIS  
SUPREME COURT  
HISTORIC PRESERVATION COMMISSION  
COMPLIANCE EXAMINATION**

For the Two Years Ended June 30, 2011

Performed as Special Assistance Auditors for  
The Auditor General, State of Illinois

STATE OF ILLINOIS  
 SUPREME COURT HISTORIC PRESERVATION COMMISSION  
 COMPLIANCE EXAMINATION  
 For the Two Years Ended June 30, 2011

TABLE OF CONTENTS

	<u>Page</u>
Agency Officials	1
Management Assertion Letter	2
Compliance Report	
Summary	3
Accountants' Report	
Independent Accountants' Report on State Compliance, on Internal Control Over Compliance, and on Supplementary Information for State Compliance Purposes	5
Schedule of Findings	
Current Findings – State Compliance	8
Prior Findings Not Repeated	13
Supplementary Information for State Compliance Purposes	
Summary	14
Fiscal Schedules and Analysis	
Schedule of Appropriations, Expenditures and Lapsed Balances	15
Comparative Schedule of Net Appropriations, Expenditures and Lapsed Balances	17
Schedule of Changes in State Property	18
Comparative Schedule of Cash Receipts	19
Reconciliation Schedule of Cash Receipts to Deposits Remitted to the State Comptroller	20
Analysis of Significant Variations in Expenditures	21
Analysis of Significant Variations in Receipts	22
Analysis of Significant Lapse Period Spending	23
Analysis of Operations	
Agency Functions and Planning Program	24
Average Number of Employees	25
Service Efforts and Accomplishments (Not Examined)	26

**AGENCY OFFICIALS**

**SUPREME COURT HISTORIC PRESERVATION COMMISSION**

Acting Executive Director (5/1/11 to Present)	Mr. John Lupton
Executive Director (07/01/09 to 04/30/11)	Mr. William Wheeler
Director of History Programs (12/7/09 to Present)	Mr. John Lupton
Director of Administration (03/30/11 to Present)	Vacant
Director of Administration (07/01/09 to 03/29/11)	Ms. Madeline Gumble
Director of Communication (07/01/09 to Present)	Mr. Matt Burns
Acting Chief Fiscal Officer (03/30/11 to Present)	Mr. Matt Burns

Commission office is located at:

625 South Second Street  
Springfield, Illinois 62704

# ILLINOIS SUPREME COURT HISTORIC PRESERVATION COMMISSION

625 South Second Street, Springfield, Illinois 62704 • Tel: 217-670-0850 Fax: 217-670-0844  
www.IllinoisCourtHistory.org

## STATE COMPLIANCE EXAMINATION MANAGEMENT ASSERTION LETTER

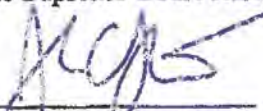
April 12, 2012

Campbell, LLC  
Certified Public Accountants  
327 Missouri Avenue, Suite 603  
East St. Louis, IL 62201

We are responsible for the identification of, and compliance with, all aspects of laws, regulations, contracts, or grant agreements that could have a material effect on the operations of the Illinois Supreme Court Historic Preservation Commission (Commission). We are responsible for and we have established and maintained an effective system of, internal controls over compliance requirements. We have performed an evaluation of the Commission's compliance with the following assertions during the two-year period ended June 30, 2011. Based on this evaluation, we assert that during the years ended June 30, 2010 and June 30, 2011, the Commission has materially complied with the assertions below:

- A. The Commission has obligated, expended, received and used public funds of the State in accordance with the purpose for which such funds have been appropriated or otherwise authorized by law.
- B. The Commission has obligated, expended, received and used public funds of the State in accordance with any limitations, restrictions, conditions or mandatory directions imposed by law upon such obligation, expenditure, receipt or use.
- C. The Commission has complied, in all material respects, with applicable laws and regulations, including the State uniform accounting system, in its financial and fiscal operations.
- D. State revenues and receipts collected by the Commission are in accordance with applicable laws and regulations and the accounting and recordkeeping of such revenues and receipts is fair, accurate and in accordance with law.
- E. Money or negotiable securities or similar assets handled by the agency on behalf of the State or held in trust by the Commission have been properly and legally administered, and the accounting and recordkeeping relating thereto is proper, accurate and in accordance with law.

Yours very truly,  
Illinois Supreme Court Historic Preservation Commission

  
John Lupton, Acting Executive Director

  
Matt Burns, Acting Chief Fiscal Officer



## COMPLIANCE REPORT

### SUMMARY

The compliance testing performed during this examination was conducted in accordance with *Government Auditing Standards* and in accordance with the Illinois State Auditing Act.

### ACCOUNTANTS' REPORT

The Independent Accountants' Report on State Compliance, on Internal Control Over Compliance and on Supplementary Information for State Compliance Purposes does not contain scope limitations, disclaimers, or other significant non-standard language.

### SUMMARY OF FINDINGS

<u>Number of</u>	<u>Current</u>	<u>Prior</u>
<u>Findings</u>	<u>Report</u>	<u>Report</u>
	3	3
Repeated findings	1	N/A
Prior recommendations implemented or not repeated	2	N/A

### SCHEDULE OF FINDINGS

<u>Item No.</u>	<u>Page</u>	<u>Description</u>	<u>Finding Type</u>
FINDINGS (STATE COMPLIANCE)			
11-1	8	Inadequate Controls over Property	Significant Deficiency and Noncompliance
11-2	10	Inadequate Controls over Voucher Processing	Significant Deficiency and Noncompliance
11-3	11	Inadequate Controls over Receipts Processing	Significant Deficiency and Noncompliance

### PRIOR FINDINGS NOT REPEATED

A	13	Inadequate Segregation of Duties
B	13	Incomplete Policies and Procedures in Place

## EXIT CONFERENCE

The findings and recommendations appearing in this report were discussed with Commission personnel at an exit conference on April 3, 2012. Attending were:

### SUPREME COURT HISTORIC PRESERVATION COMMISSION

John Lupton	Acting Executive Director
Mathew Burns	Acting Chief Fiscal Officer

### OFFICE OF THE AUDITOR GENERAL

Stephanie Wildhaber	Audit Manager
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### CAMPBELL, LLC

Johnny E. Campbell	Partner
Joseph Joyner	Supervisor
Dawayne Stewart	In-charge Accountant
Alexandra Jones	Assistant
Leonard Johnson	Assistant

Responses to the recommendations were provided by John Lupton, Executive Director, in a letter dated April 9, 2012.



**INDEPENDENT ACCOUNTANTS' REPORT ON STATE COMPLIANCE,  
ON INTERNAL CONTROL OVER COMPLIANCE, AND ON SUPPLEMENTARY  
INFORMATION FOR STATE COMPLIANCE PURPOSES**

Honorable William G. Holland  
Auditor General  
State of Illinois

**Compliance**

As Special Assistant Auditors for the Auditor General, we have examined the State of Illinois, Supreme Court Historic Preservation Commission's (Commission) compliance with the requirements listed below, as more fully described in the Audit Guide for Financial Audits and Compliance Attestation Engagements of Illinois State Agencies (Audit Guide) as adopted by the Auditor General, during the two years ended June 30, 2011. The management of the Commission is responsible for compliance with these requirements. Our responsibility is to express an opinion on the Commission's compliance based on our examination.

- A. The Commission has obligated, expended, received, and used public funds of the State in accordance with the purpose for which such funds have been appropriated or otherwise authorized by law.
- B. The Commission has obligated, expended, received, and used public funds of the State in accordance with any limitations, restrictions, conditions or mandatory directions imposed by law upon such obligation, expenditure, receipt or use.
- C. The Commission has complied, in all material respects, with applicable laws and regulations, including the State uniform accounting system, in its financial and fiscal operations.
- D. State revenues and receipts collected by the Commission are in accordance with applicable laws and regulations and the accounting and recordkeeping of such revenues and receipts is fair, accurate and in accordance with law.
- E. Money or negotiable securities or similar assets handled by the Commission on behalf of the State or held in trust by the Commission have been properly and legally administered and the accounting and recordkeeping relating thereto is proper, accurate, and in accordance with law.

We conducted our examination in accordance with attestation standards established by the American Institute of Certified Public Accountants; the standards applicable to attestation engagements contained in *Government Auditing Standards* issued by the Comptroller General of the United States; the Illinois State Auditing Act (Act); and the Audit Guide as adopted by the Auditor General pursuant to the Act; and, accordingly, included examining, on a test basis, evidence about the Commission's compliance with those requirements listed in the first paragraph of this report and performing such other procedures as we considered necessary in the circumstances. We believe that our examination provides a reasonable basis for our opinion. Our examination does not provide a legal determination on the Commission's compliance with specified requirements.

In our opinion, the Commission complied, in all material respects, with the compliance requirements listed in the first paragraph of this report during the two years ended June 30, 2011. However, the results of our procedures disclosed instances of noncompliance with the requirements, which are required to be reported in accordance with criteria established by the Audit Guide, issued by the Illinois Office of the Auditor General and which are described in the accompanying schedule of findings as items 11-1, 11-2, and 11-3.

### **Internal Control**

Management of the Commission is responsible for establishing and maintaining effective internal control over compliance with the requirements listed in the first paragraph of this report. In planning and performing our examination, we considered the Commission's internal control over compliance with the requirements listed in the first paragraph of this report as a basis for designing our examination procedures for the purpose of expressing our opinion on compliance and to test and report on internal control over compliance in accordance with the Audit Guide, issued by the Illinois Office of the Auditor General, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of the Commission's internal control over compliance.

*A deficiency in an entity's internal control over compliance* exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with the requirements listed in the first paragraph of this report on a timely basis. *A material weakness over compliance* is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a requirement listed in the first paragraph of this report will not be prevented, or detected and corrected, on a timely basis.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be deficiencies, significant deficiencies, or material weaknesses. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses, as defined above. However, we identified certain deficiencies in internal control over compliance that we considered to be significant deficiencies as described in the accompanying schedule of findings as items 11-1, 11-2, and 11-3. *A significant deficiency in an entity's internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.



As required by the Audit Guide, immaterial findings excluded from this report have been reported in a separate letter to your office.

The Commission's responses to the findings identified in our examination are described in the accompanying schedule of findings. We did not examine the Commission's responses and, accordingly, we express no opinion on the responses.

**Supplementary Information for State Compliance Purposes**

Our examination was conducted for the purpose of forming an opinion on compliance with the requirements listed in the first paragraph of this report. The accompanying supplementary information as listed in the table of contents as Supplementary Information for State Compliance Purposes is presented for purposes of additional analysis. We have applied certain limited procedures as prescribed by the Audit Guide as adopted by the Auditor General to the 2011 and 2010 Supplementary Information for State Compliance Purposes, except for Service Efforts and Accomplishments on which we did not perform any procedures. However, we do not express an opinion on the supplementary information.

We have not applied procedures to the 2009 Supplementary Information for State Compliance Purposes, and accordingly, we do not express an opinion thereon.

This report is intended solely for the information and use of the Auditor General, the General Assembly, the Legislative Audit Commission, the Governor, Commission management, and the Commission's governing board and is not intended to be and should not be used by anyone other than these specified parties.



Campbell LLC  
April 12, 2012

STATE OF ILLINOIS  
SUPREME COURT HISTORIC PRESERVATION COMMISSION  
**SCHEDULE OF FINDINGS**  
For the Two Years Ended June 30, 2011

11-1. **FINDING** (Inadequate Controls over Property)

The Supreme Court Historic Preservation Commission (Commission) did not maintain sufficient controls over the recording and reporting of its State property. During testing, we noted the following:

- The Commission did not reconcile its property listing to the Quarterly Report of State Property (C-15) filed with the Illinois Office of the Comptroller (IOC). The June 30, 2010 amounts reported on the C-15 did not agree to the Commission's property listing. The Commission did not maintain support for the net transfer amount reported on its C-15 resulting in a difference of \$879 between the C-15 and the Commission's property records as of June 30, 2010 that was not reconciled or explained.
- Two of eight (25%) C-15 reports were not timely filed with the IOC. The reports were submitted 3 and 25 days late.
- The Commission did not include \$14,645 of donations on its property listing.
- The Commission did not maintain an accurate property listing. Nine of 65 (14%) property tested, totaling \$4,298 were not documented properly. We noted the following:
  - one item with incorrect description;
  - two items with incorrect location;
  - one item was not physically identified;
  - four items did not include the value; and
  - one item was not in the list but was physically identified.
- The Commission's property and equipment expenditures processed by the IOC during FY10 and FY11 did not reconcile to additions recorded on the C-15 reports. The IOC reported property and equipment expenditures of \$37,588 and \$18,888, while the Commission reported additions of \$87,617 and \$15,997 on the C-15 during FY10 and FY11, respectively. This resulted in a difference of \$50,029 and \$2,891 during FY10 and FY11, respectively. Both differences could not be explained by the Commission.

Good business practices require detailed property records be maintained and reconciled to support various reporting requirements. The State Property Control Act (Act) (30 ILCS 605/4) requires the Commission be accountable for the supervision, control and inventory of all property under its jurisdiction and control. The Fiscal Control and Internal Auditing Act (30 ILCS 10/3001) requires agencies establish internal fiscal and administrative controls to provide assurance that revenues, expenditures, and transfers of assets, resources, or funds applicable to operations are properly recorded and accounted for to permit the preparation of accounts and reliable financial and statistical reports and to maintain accountability over the State's resources. In addition, Statewide Accounting Management System (SAMS) (Procedure 29.20.10) states the report is to be filed on a quarterly basis and should be

STATE OF ILLINOIS  
SUPREME COURT HISTORIC PRESERVATION COMMISSION  
**SCHEDULE OF FINDINGS**  
For the Two Years Ended June 30, 2011

submitted to the IOC no later than the last day of the month following the last day of the quarter. SAMS (Procedure 29.20.10) also requires an agency to report all additions to each asset category that occurred during the quarter being reported.

Commission personnel stated that its few number of staff, with significant personnel turnover closer to year-end; inadequate training on SAMS requirements; and lack of orientation has resulted in the property control weaknesses.

Failure to maintain accurate property control records increases the potential for fraud and possible loss or theft of State property and reduces the reliability of statewide property information. (Finding Code No. 11-1, 09-1)

**RECOMMENDATION**

We recommend the Commission strengthen internal controls over recording and reporting of its equipment. Specifically, the Commission should ensure all equipment items are timely recorded on its property listing by documenting the date equipment items were received and added to its property listing. The Commission should also ensure all equipment items are accurately recorded on the Commission's property records and reconciled to the C-15s and proper support is maintained to ensure completeness and accuracy of its property records.

**COMMISSION RESPONSE**

The Commission agrees that it did not properly maintain controls over the recording and reporting of its State property. At the end of FY11, key staff left the Commission. The Director of Communication assumed responsibility for the management of property and immediately instituted better practices. The Commission believes that it has already strengthened internal controls over its property by 1) reducing unnecessary property by returning items to surplus 2) educating ourselves as to the specific requirements of C-15 reports 3) managing donated property with better recordkeeping and 4) creating a more streamlined method of organizing and recording property.

STATE OF ILLINOIS  
SUPREME COURT HISTORIC PRESERVATION COMMISSION  
**SCHEDULE OF FINDINGS**  
For the Two Years Ended June 30, 2011

11-2. **FINDING** (Inadequate Controls over Voucher Processing)

The Supreme Court Historic Preservation Commission (Commission) did not maintain sufficient controls over voucher processing. During testing, we noted the following:

- The Commission did not document the date of receipt of the invoices in 11 of 144 (8%) vouchers tested.
- The Commission did not reconcile its monthly expenditures with the Office of the Comptroller's (IOC) Monthly Appropriation Status Report (SB01) during Fiscal Year 2010 and Fiscal Year 2011. The Commission expended \$919,817 and \$805,291 in Fiscal Year 2010 and Fiscal Year 2011, respectively.

The Statewide Accounting Management System (SAMS) (Procedure 17.20.45) requires agencies to maintain written records reflecting the date the proper bill was received by the agency. In addition, SAMS (Procedure 11.40.20) requires agencies to reconcile its expenditures monthly in a timely manner and report any discrepancies to the IOC.

Commission personnel stated that its few number of staff, with significant personnel turnover closer to year-end; inadequate training on SAMS requirements; and lack of orientation has resulted in the voucher processing weaknesses.

Failure to document the date of receipt of the invoices resulted in noncompliance with SAMS procedure. Failure to perform monthly expenditure reconciliations could result in untimely detection of errors or unauthorized expenses. (Finding Code No. 11-2)

**RECOMMENDATION**

We recommend the Commission strengthen internal controls over its voucher processing.

**COMMISSION RESPONSE**

The Commission agrees that it did not properly maintain controls over voucher processing. At the end of FY11, key staff left the Commission. The Director of Communication assumed responsibility for the management of voucher processing and immediately instituted better practices. The Commission believes that it has already strengthened voucher processing. The Director of Communication consistently uses the date stamp to document the receipt of invoices and has instructed a contractual employee manage monthly reconciliations. The Commission also plans to add another staff member to assume this responsibility on a more permanent basis. Since the Director of Communication has assumed responsibility for voucher processing, every voucher has been processed within the mandated parameters.

STATE OF ILLINOIS  
SUPREME COURT HISTORIC PRESERVATION COMMISSION  
**SCHEDULE OF FINDINGS**  
For the Two Years Ended June 30, 2011

11-3. **FINDING** (Inadequate Controls over Receipts Processing)

The Supreme Court Historic Preservation Commission (Commission) did not maintain sufficient controls over receipts processing. During testing, we noted the following:

- The Commission did not maintain a cash receipt log containing the minimum detail and supporting documentation as required.
- There were no copies of the checks maintained, copies of receipts given for promotional sales or copies of the deposit receipts for 22 of 22 (100%) receipts tested, totaling \$16,930.
- For 12 of 22 (55%) of receipts tested, totaling \$2,768, the Commission failed to complete and submit a Receipt Deposit Transmittal (RDT) form to the Office of the Comptroller (IOC).
- The cash receipt log recorded refunds and miscellaneous receipts into one category. The auditors could not distinguish the miscellaneous receipts from the refunds in order to determine whether the refunds were recorded correctly in the accounting records.
- The Commission did not reconcile cash receipts to the IOC's Monthly Cash Status Report (SB04).

The State Officers and Employees Money Disposition Act (30 ILCS 230/2(a)) requires each agency to keep in proper books a detailed itemized account of all moneys received, including the date of receipt, the source or payor, the purpose and the amount of the receipt. The State Records Act (5 ILCS 160/9) requires agencies to establish and maintain a program for agency records management, which shall include effective controls over maintenance of records. Good business practice requires copies of original documents, such as checks, to be retained to ensure the safeguarding of assets and the accuracy and reliability of accounting data. In addition, monies received by an agency in any other form, such as a personal check, must first be deposited into the Treasurer's Clearing Account so that a Treasurer's Draft may be issued and submitted to the IOC. If cash is received, it should be deposited at a financial institution and a receipted deposit ticket should be used to deposit on the appropriate IOC's document. Submission of receipts to the IOC may be accomplished by following Procedure 25.20.10 in the Statewide Accounting Management System (SAMS) manual. SAMS (Procedure 25.20.20) states refunds, which represent the recovery of expenditures, are segregated for State accounting purposes; while miscellaneous receipts are coded accordingly as current year's receipts. In addition, SAMS (Procedure 25.40.20) describes a method which can be used to reconcile receipt records maintained by the Commission with the records maintained by the IOC.

Commission personnel stated that its few number of staff, with significant personnel turnover closer to year-end; inadequate training on SAMS requirements; and lack of orientation has resulted in the receipts processing weaknesses.

STATE OF ILLINOIS  
SUPREME COURT HISTORIC PRESERVATION COMMISSION  
**SCHEDULE OF FINDINGS**  
For the Two Years Ended June 30, 2011

Failure to maintain adequate or minimum information on receipts resulted in noncompliance with the State mandate. Failure to properly record and report receipts and refunds may result in incorrect accounting records. Failure to reconcile monthly receipts with Comptroller's reports may result in errors not detected timely and could result in an overstatement or understatement of funds available. (Finding Code No. 11-3)

**RECOMMENDATION**

We recommend the Commission strengthen its internal controls over receipts processing.

**COMMISSION RESPONSE**

The Commission agrees that it did not properly maintain controls over receipts processing. The Commission will take greater measures to strengthen controls over receipts processing. At the end of the last fiscal year, key staff left the agency. The Director of History Programs has agreed to assume responsibility for receipts processing and will gain proper education regarding the requirements and best practices to process income. With the correct knowledge, the Commission will work to correct the issues in this finding.

STATE OF ILLINOIS  
SUPREME COURT HISTORIC PRESERVATION COMMISSION  
**PRIOR FINDINGS NOT REPEATED**  
For the Two Years Ended June 30, 2011

A. **FINDING** (Inadequate segregation of duties)

During the previous period, the Supreme Court Historic Preservation Commission (Commission) did not maintain adequate segregation of duties in the areas of personal services, expenditure control, and State property.

During the current period, we noted the Commission segregated duties in the areas of personal services, expenditure control, and State property. (Finding Code No. 09-2)

B. **FINDING** (Incomplete policies and procedures in place)

During the previous period, the Supreme Court Historic Preservation Commission (Commission) did not have personnel policies and procedures in place addressing work hours, work schedules, and attendance. In addition, the Commission did not have a method in place to determine employees worked during reported hours and no method to track where employees should be at any point in time.

During the current period, we noted the Commission adopted policies and procedures on work hours, work schedules, and attendance. In addition, the Commission incorporated a method to track if employees worked during reported hours and the location of employees. (Finding Code No. 09-3)

## SUPPLEMENTARY INFORMATION FOR STATE COMPLIANCE PURPOSES

### SUMMARY

Supplementary Information for State Compliance Purposes presented in this section of the report includes the following:

- Fiscal Schedules and Analysis:
  - Schedule of Appropriations, Expenditures and Lapsed Balances
  - Comparative Schedule of Net Appropriations, Expenditures and Lapsed Balances
  - Schedule of Changes in State Property
  - Comparative Schedule of Receipts
  - Reconciliation Schedule of Cash Receipts to Deposits Remitted to the State Comptroller
  - Analysis of Significant Variations in Expenditures
  - Analysis of Significant Variations in Receipts
  - Analysis of Significant Lapse Period Spending
  
- Analysis of Operations:
  - Commission Functions and Planning Program
  - Average Number of Employees
  - Service Efforts and Accomplishments (Not Examined)

The accountants' report that covers the Supplementary Information for State Compliance Purposes presented in the Compliance Report Section states the auditors have applied certain limited procedures as prescribed by the Audit Guide as adopted by the Auditor General, except for information on the Service Efforts and Accomplishments on which they did not perform any procedures. However, the accountants do not express an opinion on the supplementary information.



STATE OF ILLINOIS  
 SUPREME COURT HISTORIC PRESERVATION COMMISSION  
**SCHEDULE OF APPROPRIATIONS, EXPENDITURES AND LAPSED BALANCES**  
 For the Fiscal Year Ended June 30, 2011

	Appropriations (Net of Transfers)	Lapse Period		Total Expenditures 14 Months Ended August 31	Balances Lapsed August 31
		Expenditures Through June 30	Expenditures July 1 to August 31		
P.A. 96-0956					
FISCAL YEAR 2011					
Supreme Court Historic Preservation Fund - 428					
Historic Preservation	\$ 10,000,000	\$ 889,200	\$ 35,540	\$ 924,740	\$ 9,075,260
Total Fiscal Year 2011	\$ 10,000,000	\$ 889,200	\$ 35,540	\$ 924,740	\$ 9,075,260

Note: Appropriations, expenditures, and lapsed balances were obtained from the State Comptroller and have been reconciled to records of the Commission.

STATE OF ILLINOIS  
 SUPREME COURT HISTORIC PRESERVATION COMMISSION  
 SCHEDULE OF APPROPRIATIONS, EXPENDITURES AND LAPSED BALANCES  
 For the Fiscal Year Ended June 30, 2010

P. A. 96-0042 FISCAL YEAR 2010	Appropriations (Net of Transfers)	Lapse Period		Total Expenditures August 31	Balances Lapsed August 31
		Expenditures Through June 30	Expenditures July 1 to August 31		
Supreme Court Historic Preservation Fund - 428					
Historic Preservation	\$ 10,000,000	\$ 755,175	\$ 50,217	\$ 805,392	\$ 9,194,608
Total Fiscal Year 2010	\$ 10,000,000	\$ 755,175	\$ 50,217	\$ 805,392	\$ 9,194,608

Note: Appropriations, expenditures, and lapsed balances were obtained from the State Comptroller and have been reconciled to records of the Commission.

STATE OF ILLINOIS  
 SUPREME COURT HISTORIC PRESERVATION COMMISSION  
**COMPARATIVE SCHEDULE OF NET APPROPRIATIONS, EXPENDITURES AND  
 LAPSED BALANCES**  
 For the Two Years Ended June 30,

	<u>2011</u>	<u>2010</u>	<u>2009</u>
Supreme Court Historic Preservation Fund - 428	P.A. 96-0956	P.A. 96-0042	P.A. 09-0734
Appropriations (Net of Transfers)	<u>\$ 10,000,000</u>	<u>\$ 10,000,000</u>	<u>\$ 10,000,000</u>
<u>Expenditures</u>			
Historic Preservation	<u>\$ 924,740</u>	<u>\$ 805,392</u>	<u>\$ 177,318</u>
Total Expenditures	<u>\$ 924,740</u>	<u>\$ 805,392</u>	<u>\$ 177,318</u>
Lapsed Balances	<u>\$ 9,075,260</u>	<u>\$ 9,194,608</u>	<u>\$ 9,822,682</u>

STATE OF ILLINOIS  
 SUPREME COURT HISTORIC PRESERVATION COMMISSION  
**SCHEDULE OF CHANGES IN STATE PROPERTY**  
 For the Two Years Ended June 30, 2011

	<u>Equipment</u>
Balance at July 1, 2009	\$59,562
Additions	87,617
Deletions	-
Net Transfers	1,479
Balance at June 30, 2010	\$148,658
Balance at July 1, 2010	\$148,658
Additions	15,997
Deletions	-
Net Transfers	-
Balance at June 30, 2011	\$164,655

Note: The above schedule has been derived from property records of the Commission. The above balance at July 1, 2009 was adjusted by the Commission in an attempt to correct errors found during the prior examination period. However, we were not able to reconcile to the Comptroller due to certain errors noted in the Commission property records (see Finding Code No. 11-1).

STATE OF ILLINOIS  
 SUPREME COURT HISTORIC PRESERVATION COMMISSION  
**COMPARATIVE SCHEDULE OF CASH RECEIPTS**  
 For the Two Years Ended June 30,

	<u>2011</u>	<u>2010</u>	<u>2009</u>
<b>Supreme Court Historic Preservation Fund - 428</b>			
Private Organization or Individual	\$ 808	\$ 13,445	\$ -
Product Sales	-	781	-
Miscellaneous	-	<u>1,896</u>	<u>-</u>
<b>TOTAL RECEIPTS</b>	<u>\$ 808</u>	<u>\$ 16,122</u>	<u>\$ -</u>

Note: The above schedule has been derived from receipt records of the Commission.

STATE OF ILLINOIS  
 SUPREME COURT HISTORIC PRESERVATION COMMISSION  
**RECONCILIATION SCHEDULE OF CASH RECEIPTS  
 TO DEPOSITS REMITTED TO THE STATE COMPTROLLER**  
 For the Two Years Ended June 30,

	<u>2011</u>	<u>2010</u>
<u>Supreme Court Historic Preservation Fund - 428</u>		
Receipts per Commission Records	\$ 808	\$ 16,122
Add: Deposits in Transit, Beginning of Year	-	-
Less: Deposits in Transit, End of Year	-	-
Deposits not submitted to Comptroller	<u>(808)</u>	<u>(1,960)</u>
Deposits Recorded by the Comptroller	<u>\$ -</u>	<u>\$ 14,162</u>

Note: The above schedule has been derived from receipt records of the Commission.

STATE OF ILLINOIS  
SUPREME COURT HISTORIC PRESERVATION COMMISSION  
**ANALYSIS OF SIGNIFICANT VARIATIONS IN EXPENDITURES**  
For the Two Years Ended June 30, 2011

**FISCAL YEAR 2010**

The increase in expenditures was due to the Commission experiencing a full year's expenditures compared to only three months worth of expenditures in FY09.

**FISCAL YEAR 2011**

The increase in expenditures in FY11 was due to a new contract with the University of Illinois for students to complete an internship with the Commission.

STATE OF ILLINOIS  
SUPREME COURT HISTORIC PRESERVATION COMMISSION  
**ANALYSIS OF SIGNIFICANT VARIATIONS IN RECEIPTS**  
For the Two Years Ended June 30, 2011

**ANALYSIS OF SIGNIFICANT VARIATIONS IN RECEIPTS BETWEEN FISCAL YEARS  
2011 AND 2010**

**Supreme Court Historic Preservation Fund - 428**

Private Organization or Individual

The decrease in Private Organization or Individual receipts during FY11 was due to a reduction in donations received during FY11.

Product Sales

The decrease in Product Sales receipts during FY11 was due to a lack of recording the source of the receipts collected by the Commission.

Miscellaneous

The decrease in Miscellaneous receipts during FY11 was due to a lack of recording the source of the receipts collected by the Commission.

**ANALYSIS OF SIGNIFICANT VARIATIONS IN RECEIPTS BETWEEN FISCAL YEARS  
2010 AND 2009**

**Supreme Court Historic Preservation Fund - 428**

The increase in receipts during FY10 was due to it being the first year the Commission sold items and collected donations from organizations and individuals.



STATE OF ILLINOIS  
SUPREME COURT HISTORIC PRESERVATION COMMISSION  
**ANALYSIS OF SIGNIFICANT LAPSE PERIOD SPENDING**  
For the Two Years Ended June 30, 2011

**FISCAL YEAR 2010**

There was no significant lapse period spending noted during FY10.

**FISCAL YEAR 2011**

There was no significant lapse period spending noted during FY11.

STATE OF ILLINOIS  
SUPREME COURT HISTORIC PRESERVATION COMMISSION  
**ANALYSIS OF OPERATIONS**  
For the Two Years Ended June 30, 2011

**FUNCTIONS AND PLANNING PROGRAM**

The Supreme Court Historic Preservation Commission (Commission) was created by the Supreme Court Historic Preservation Act (705 ILCS 17/et seq.). The Commission consists of nine commissioners. The Administrative Director of the Illinois Courts serves as a commissioner ex officio and the Illinois Supreme Court, the Governor, the President of the Senate, and the Speaker of the House of Representatives each appoint two commissioners. Commissioners serve staggered four year terms. A schedule of commissioners as of June 30, 2011 is as follows:

<b><u>Commissioner</u></b>	<b><u>Term Expires</u></b>
Cynthia Cobbs	Ex Officio
Kim Fox	6/30/13
Michael McClain	6/30/11
Pauline Montgomery	6/30/11
Joseph Power, Jr.	6/30/13
William Quinlan	6/30/11
Jane Hayes Radar	6/30/13
Jerold Solovy	1/18/11
James Thompson	6/30/13
John Simon	6/30/11

Under the Supreme Court Historic Preservation Act (705 ILCS 17/15), the Commission is required to assist and advise the Supreme Court in regard to the acquisition, collection, documentation, preservation, cataloging, and related matters with respect to historic aspects of buildings, objects, artifacts, documents, and information, regardless of form, relating to the Illinois judiciary.

**Planning Program**

The Commission's goals are its functions as defined by State statute. The Commission has identified further short-term goals as education of the public at various levels of interest, expertise, and contact with the legal system; providing venues for public events; developing a research program; preservation of buildings and collections; and acquiring materials which will help educate and preserve judicial history.

STATE OF ILLINOIS  
 SUPREME COURT HISTORIC PRESERVATION COMMISSION  
**AVERAGE NUMBER OF EMPLOYEES**  
 For the Two Years Ended June 30,

AVERAGE NUMBER OF EMPLOYEES

The following table, prepared from Agency records, presents the average number of employees, by function, for the Fiscal Years ended June 30,

<u>Position</u>	<u>2011</u>	<u>2010</u>	<u>2009</u>
Executive Director	1	1	1
Director of Administration	0	1	1
Director of Outreach	0	1	1
Chief Fiscal Officer	1	0	0
	<hr/>	<hr/>	<hr/>
Total average full-time employees	<u>2</u>	<u>3</u>	<u>3</u>

STATE OF ILLINOIS  
SUPREME COURT HISTORIC PRESERVATION COMMISSION  
**SERVICE EFFORTS AND ACCOMPLISHMENTS**  
For the Two Years Ended June 30, 2011  
(Not Examined)

The Supreme Court Historic Preservation Commission (Commission) received significant donations of items, including a large scrapbook collection of a Supreme Court justice from the 1930s, court-related artifacts, and a complete set of Illinois statute books (two of which were signed by Supreme Court justices). These collections are being conserved and preserved.

The Commission has increased the information available on its website, including online exhibits. The Commission partnered with the University of Illinois College of Law and hosted a standard exhibit on Early Illinois Women and the Law. The staff has also engaged in creating and distributing publications that highlight judicial history. Commission staff members have made numerous public presentations to bar associations and other organizations to make the Illinois public aware of its judicial history and its civic engagement.