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July-August 2014

Article for *Minnesota Township News*

State Auditor Summer Update

By Rebecca Otto, State Auditor

Summer's here! After last winter, we're glad to see the warmer weather again. This month I want to share an update on the new version of CTAS and some good news about township financial reporting.

CTAS Version 8

There's been quite a bit happening with the rewrite of the Small City and Town Accounting System (CTAS). The first of two rounds of testing CTAS Version 8 was completed in early June. Forty-three volunteer CTAS users from townships and small cities across the state helped with testing the first release of the new program, which included the receipts, disbursements, claims, investments, indebtedness, and vendor sections of the program.

Those who were able to participate in the first round of testing gave us great feedback, and their suggestions will help make the final product better. The second round of testing will begin in late July and focus on the remainder of the program.

During the last two weeks of June, OSA staff previewed Version 8 for attendees of the Minnesota Association of Townships short courses. We also shared information on how to prepare for the new version for those townships who choose to import their data from Version 7 to Version 8 (some users may wish to "start from scratch" with Version 8).

At the sessions we discussed how to "clean up" the chart of accounts for migration into Version 8. We also discussed the need for uniform and consistent data, correct accounting of public funds, and consistent and accurate reporting to the OSA.

We look forward to offering demonstration and training workshops with the complete program, both online and in live presentations around the state. We expect to be able to do this in September and October. We will be sending a short survey to CTAS users to help identify the most convenient locations for these sessions. Look for more information

on this in the State Auditor's E-Updates. We anticipate making the program available for download in early October.

Township Financial Reporting

We are pleased to report that more townships have filed their Financial Reporting Forms with the OSA than the same time last year. As of the time this article was written, nearly 1,600 townships had filed their 2013 Financial Reporting Forms with our office, an increase of 200 compared to last year.

Thanks to all who have submitted your forms. If your township has not yet submitted their 2013 Financial Reporting Forms, please submit them as soon as possible. If you have any questions about your township's reporting, please contact us at 651-297-3682 or by e-mail us at GID@osa.state.mn.us.