

# TOM GREEN COUNTY



San Angelo, Texas

## OFFICE OF THE COUNTY AUDITOR

December 11, 2019

Ms. Jill Donegan  
Tom Green Library Director  
33 West Beauregard  
San Angelo, Texas 76903

Dear Ms. Donegan,

We recently completed our annual review of your office's financial records for October 2018 through September 2019. The review included fee collections, cash receipts, bank deposits, community room rentals, refund request, and cash counts at all three branches.

We found a few, minor, discrepancies during the course of the review and discussed them with you separately. We also continue to advise you to not allow your staff to pay for County expenses out of their pockets. If payments are necessary on tight timelines, then please contact us and the Treasurer's office beforehand, and we will work to find a solution to make the payment by the deadline.

You and your staff were extremely helpful to us throughout the review. Thank you for your cooperation with this process. If you have any questions about the review, please feel free to contact my office.

Very cordially,

A handwritten signature in black ink that reads "Nathan Craddock". The signature is written in a cursive, flowing style with a long horizontal stroke at the end.

Nathan Craddock  
County Auditor

Cc: The Honorable Jay Weatherby, District Judge  
340th Judicial District, Texas

The Honorable Commissioners Court  
Tom Green County, Texas