

## Assessment of Internal Controls: 2019

The Tioga County Local Development Corporation (TCLDC) employs a full-time Tourism Director. In addition, the TCLDC employs a full time Assistant Director. Several of the office duties, including but not limited to the receipt and recording of checks and invoices, record keeping, the receipt and recording of mail are performed by both parties. In addition, the President of the LDC approves the invoices and signs checks, with a second signature on each check by the Tourism Director.

Identified financial risks include: the income required to operate the Tourism Office is concentrated in an annual amount funded by Tioga County; and the TCLDC may at times during the year have on deposit accounts in an amount over Federal Deposit Insurance Corporation's insurance limit.

The Board of Directors is responsible to provide oversight of operations.