

# Court Clerk Records Management and Preservation Monthly Report

OSAI Form #1727 (2019)  
28 O.S. §§ 31.3 & 152

County: MUSKOGEE  
Reporting Period: March 2026

Finalized/Modified  
Date: 03/06/2026

<b>Beginning Balance</b>	\$ 261,019.52
<b>Fees Collected</b>	\$ 5,318.44
<b>Interest</b>	\$ 0.00
<b>Refunds</b>	\$ 0.00
<b>Cancelled Vouchers</b>	\$ 0.00

**Expenditures:**

Archiving/digitizing services	\$ 0.00
Equipment	\$ 0.00
Equipment maintenance	\$ 0.00
Salaries and benefits	\$ 3,597.89
Supplies	\$ 0.00
Training	\$ 0.00
Travel	\$ 0.00
Storage	\$ 0.00
Miscellaneous (please itemize)	\$ 0.00

<b>Total Expenditures</b>	\$ 3,597.89
<b>Ending Balance</b>	\$ 262,740.07

**Reconciled Balance on Treasurer's Ledger** (Treasurer/Deputy Initials)   JA   \$ 262,740.07

**Reconciling Items:**

Outstanding Vouchers	\$ 0.00
Minus: Outstanding Deposits	\$ 0.00

**Reconciled Balance** \$ 262,740.07

The above is a true and correct report of all fees collected and expended in accordance with 28 O.S. § 31.3

  Dorrie Duncanson     3-6-26    
Court Clerk or Authorized Deputy Date

\_\_\_\_\_  
Reviewed by Date

Filed with Board of County Commissioners on:   3/23/2026  

Signature of BOCC Chairperson:   Kathy Noyes    
Filed with Administrative Director of the Courts on: \_\_\_\_\_

**E-MAILED**  
3/23 11:46  
Dorrie