

**Bridgehampton UFSD
Audit Committee
September 25, 2019
District Office 5:00pm.
MEETING MINUTES**

Audit Committee

Members: Jennifer Vinski, Elizabeth Whelan Kotz, Lillian Tyree-Johnson
District
Representatives: Melisa Stiles, School Business Administrator

Melisa Stiles opened the meeting at 5:10

(The meeting was opened with Jill S. Sanders, CPA Cullen & Danowski, LLP not present and assumed on her way.)

Nominations for Chair: Lillian Tyree-Johnson motioned to nominate: Elizabeth Whelan Kotz,
Second: Jenn Vinski, Vote: Unan.

Nomination for Recording Secretary: Elizabeth Whelan Kotz motioned to nominate: Jenn Vinski,
Second: Lillian Tyree-Johnson, Vote: Unan.

NOTE: The Board of Education shall annually designate by resolution the Audit Committee
Chairperson and Recording Secretary

Assign Chair pro tem: Elizabeth Whelan Kotz and Secretary pro tem: Jennifer Vinski

Meeting turned over to Chair pro tem.

Minutes: - no minutes to approve. Minutes of both the April 2, 2019 Meeting and the June 18,
2019 Special Meeting were approved Unan. via individual committee member poll and
submitted to District Clerk on May 22, 2019 and June 25, 2019 respectively for distribution to
BOE, and filed for the record.

Time passed and it was realized that due to unforeseen circumstances, Jill Sanders could not
make the meeting and the presentation by the external auditor was not able to be completed.

It was agreed that we would meet again on Tuesday, October 8, 2019 for the presentation by
the external auditor.

Next meeting scheduled: October 8, 2019 5:30pm (to be confirmed)

Motion to adjourn: 5:55

Respectfully submitted,
Jennifer Vinski, Recording Secretary pro tem.