

Bridgehampton UFSD Audit Committee Meeting Minutes of Meeting December 3, 2014

In Attendance:

Committee Members: Jennifer Vinski, Lillian Tyree-Johnson, Michael Gomberg,
Elizabeth Whelan Kotz,

Absent: James Kapon

Administration Representatives: Robert Hauser,
Assistant Superintendent for Finance & Facilities
Dr. Lois R. Favre, Superintendent

Agenda:

Review of Proposed District Correction Action Plan in final draft.

Map out preparation and time frame for the Letter to the Board with the Audit Committee's comments regarding the District's Corrective Action Plan.

Committee: Final adoption or continuation of discussion of Corrective Action Plan

Committee: Discuss review process to draft letter to Board with the Committee's comments regarding the Corrective Action Plan.

Committee: Discuss presentation to Board of Education And plan to finalize Letter to Board – secure date and signatures for letter.

Establish goals for next Agenda: Establish next meeting date and time.

Meeting was called or order by Chair, Elizabeth Whelan Kotz at 5:37.

Motion to approve the minutes of the October 22, 2014 meeting – unan

The Committee reviewed the District's Corrective Action Plan dated 12/3/14.

The Committee agreed to accept the District's Corrective Action Plan (-unan).

The Committee discussed the draft letter to the Board of Ed in response to the District's Corrective Action Plan. The letter will be finalized and signed by the committee members. It will then be submitted to the District for distribution to the Board of Ed and submitted to the District Clerk to be put on file.

The District will send the Corrective Action Plan to the State after it is approved by the Board of Ed and on or before January 20, 2015.

The next meeting of the Audit Committee will be sometime in March when the District will meet with External Auditor to map out the time frame of the audit for the period ending June 30, 2015. Bob Hauser will notify the Committee of the date for that meeting. Mr. Hauser noted that he would like the next audit to be conducted earlier next year, like August instead of October. Proposed next meeting date: TBA

Respectfully submitted,

Elizabeth Whelan Kotz,
(Secretary pro tempore)