

## AUDIT COMMITTEE MEETING

June 13, 2017

### PRESENT:

Doris Fischer	Dr. Kathleen Bannon
Laura Gavey	Superintendent of Schools
Michael L. Greb	
Christopher Madden	Peter H. Michaelsen
Rosemary Naloli	Assistant Superintendent for Finance
Peter Robinson (arrived 5:53 pm)	& Operations
Brian J. Sales	

The meeting was called to order at 5:30 p.m. by Mr. Brian J. Sales, President in the Board of Education Conference Room at the Middle School.

Appointment - Clerk Pro Tem

Motion to appoint Dr. Kathleen Bannon, Clerk Pro Tem.

Motion by Laura Gavey, second by Doris Fischer.

Final Resolution: Motion Passed

Yes: Doris Fischer, Laura Gavey, Michael Greb, Rosemary Natoli, Brian J Sales, Christopher Madden

Procedural: 1.3 Roll Call by Clerk Pro Tem

### EXECUTIVE SESSION

Enter into Executive Session

Motion to enter into Executive Session to discuss a student matter.

Motion by Michael Greb, second by Doris Fischer.

Final Resolution: Motion Passed

Yes: Doris Fischer, Laura Gavey, Michael Greb, Rosemary Natoli, Brian J Sales, Christopher Madden

Return to Open Session

Motion to return to the Open Session.

Motion by Michael Greb, second by Laura Gavey.

Final Resolution: Motion Passed

Yes: Doris Fischer, Laura Gavey, Michael Greb, Rosemary Natoli, Brian J Sales, Christopher Madden

### AUDITOR/REPORTS

Michael Kearns, Claims Auditor:

Mr. Kearns said it was a very good year. He only found one item of concern all year.

Discussion over new Medicare Reimbursement process to reflect a change by Medicare to many rates. District implemented a recommendation to reimburse a flat amount quarterly with any excess owed to be paid the following Spring.

Treasurer's Report:

Mr. Michaelsen gave the Treasurer's Report in the absence of Susan Kanuika.

R. S. Abrams, Internal Auditors - Marianne Van Duyne - Draft Information Technology Internal Audit Report:

Ms. Van Duyne reviewed the Information Technology Internal Audit Report with the Audit Committee. The only findings that were found was in the High School server room, two uninterrupted power sources and one computer were placed on the floor. Also, the elementary school server rooms were not temperature controlled.

RFP Preliminary Recommendation to Select External Auditing Services Provider

Mr. Michaelsen reviewed the Request for Proposal for External Auditing Services. Mr. Michaelsen recommends the firm of Cullen & Danowski.

### **NEXT AUDIT COMMITTEE MEETING**

The next Audit Committee Meeting will be held on Monday, October 23, 2017 at 6:00 pm in the Board of Education Conference Room.

### **ADJOURNMENT**

Adjourn the Meeting

Motion to adjourn the meeting.

Motion by Michael Greb, second by Doris Fischer.

Final Resolution: Motion Passed

Yes: Doris Fischer, Laura Gavey, Michael Greb, Rosemary Natoli, Peter Robinson, Brian J Sales, Christopher Madden

The meeting was adjourned at 6:25 PM.

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Dr. Kathleen Bannon  
Clerk Pro Tem