

Washingtonville Central School District
Audit Committee

Audit Committee Meeting Minutes

Date of Meeting: January 14, 2019

Attendance: Corinne Cody, Susan Paris, Colleen Doyle, Mary Ellen Shute, Sharon Williams, Amy Chaing

Excused: Susanne Veath, Terry Hughes

Guests: Lorine Van Put-Lamerand, Ellen Gunser

Location: Conference Room, Administration building

- ✓ Discussed agreed upon procedures proposed for Cafeteria Operations internal control in engagement letter from EFPR Group, CPAs. Agreed on a modification and addition to the procedures to be performed. Corinne will follow up with Jim Buffum to include those changes to the procedures on the internal controls testing and request an updated engagement letter.
- ✓ Discussed timing of the Cafeteria Operations internal control audit so not to conflict with the NYS Child Nutrition audit that is scheduled during March - April.
- ✓ Briefly reviewed the list of audit firms that Lorine identified who perform school district financial statement audits.

Next Meeting, Monday February 4, 2019

- ❖ Presentation from Bob Gelman, Manager of Cafeteria program
- ❖ Consider which external audit candidates to send RFP's to

Respectfully submitted,

Corinne Cody
January 19, 2019