

Beekmantown Central School District

Audit Committee

Place: District Office

January 13, 2014

Minutes

Present: April Bingel, Board Member
Cathy Buckley, Board Member
Ed Marin, Board Member

Visitors: Mary LaValley Blaine, School Business Executive
Eric Bell, District Treasurer
Daniel Mannix, Superintendent

The meeting was called to order at 2:00 p.m. by Mr. Marin.

Eric Bell, District Treasurer volunteered to keep the minutes for the Committee meeting.

The Audit Committee reviewed and discussed the **November 2013 Internal Financial reports** as submitted by the District Treasurer. *Mrs. Bingel motioned and Mr. Marin seconded the Financial Reports to be forward to the full Board of Education for acceptance at the January 14, 2014 Board of Education meeting.*

The committee discussed and reviewed Lynn Darcy's monthly claim audit logs. The committee stated that Ms. Darcy has been doing a satisfactory job in reviewing claims and addressing issues.

The committee was made aware that the external audit has been scheduled for the last week of July. Also, an auditor from the State Comptroller's Office has been scheduled for the final week of February to work with the business office to review the tax cap calculation prior to submittal on March 1st.

Mrs. Blaine stated that at the next meeting she will be giving a recap of the current reserve position of the district. Also, the committee was informed of the current PILOTs (payments in lieu of taxes) that are expiring in the current and next school year.

The committee inquired about a district important dates calendar that would help employees and board members. The Superintendent informed the committee the calendar is being worked on but is not high priority during budget season; however, the importance of completing this calendar is understood.

The next audit committee meeting is scheduled for February 10, 2014 at 2:00 p.m.

The meeting was adjourned at 3:05 p.m.

Respectfully Submitted,
Ed Marin, Committee Chair