

Jefferson-Lewis-Hamilton-Herkimer-Oneida BOCES
Audit Committee Meeting
Howard G. Sackett Technical Center
Conference Room B
Glenfield, New York
October 16, 2019

MEMBERS PRESENT: Alice Draper, Sandra Klindt, Michael Kramer, Barbara Lofink, Peter Monaco, Lynn Murray, James Lawrence, Grace Rice, Michael Young

MEMBERS EXCUSED: None

MEMBERS ABSENT: None

STAFF PRESENT: Patricia LaClair, Leslie LaRose, Elizabeth Peluso, Stephen Todd, Michele Traynor

OTHERS PRESENT: Mark Hill, Amy Rapholz

Audit Committee Meeting:

On a motion by M. Young, seconded by A. Draper, the Board voted to convene the meeting of the External Audit Committee at 6:00 p.m. Vote: Yes-9 No-0

Mr. Mark Hill and Ms. Amy Rapholz from the accounting firm Stackel & Navarra, CPAs PC, presented the annual external audit of Jefferson-Lewis BOCES for the period of July 1, 2018-June 30, 2019. Mr. Hill reviewed the BOCES internal controls to determine the auditing procedures for the purpose of expressing an opinion on the financial statements but not to provide assurance on internal controls. Recommendations for changes to the Extra Classrooms Activity Fund were to have Central treasurers, advisors and student activity treasurers of BOCES be provided Finance Pamphlet 2, The Safeguarding, Accounting and Auditing of Extra Classroom Activity Funds.

Mr. Hill and Ms. Rapholz concluded their report by complimenting Ms. Traynor, Ms. Peluso and the entire Business Office staff for their hard work and expertise.

The Audit Committee reviewed the reserve activity and balances for the year ending June 30, 2019. Assistant Superintendent Traynor and Ms. Peluso shared with the Board the information on the investments through RBC Wealth Management for the reserve accounts.

There was a discussion as to what to focus on for the 2019-20 Internal Audit. Suggestions were to focus on Adult Education and maybe a security audit.

On a motion by M. Young, seconded by A. Draper, the Board voted to adjourn the External Audit Committee Meeting at 6:22 p.m. Vote: Yes-9 No-0

Respectfully submitted,

Patricia L. LaClair
Clerk of the Board