

Beekmantown Central School
Audit Committee Meeting
District Office
September 14, 2010
Minutes

	<u>Present:</u>	<u>Absent:</u>	<u>Others Present:</u>
Karen Armstrong	<u> X </u>	<u> </u>	Ron Clamser, Business Manager
Pauline Stone	<u> X </u>	<u> </u>	Mary Lavalley Blaine, Treasurer
Ed Marin	<u> </u>	<u> X </u>	
Cathy Buckley	<u> X </u>	<u> </u>	

The meeting was called to order at 4:35 p.m. by Chairperson Karen Armstrong.

A report from Lynn Darcy, the BCS Internal Claims Auditor was received and reviewed.

The Audit Committee discussed meeting with the Claims Auditor and Internal Auditor preferably at the same meeting and has requested that business manager coordinate scheduling for an October or November Audit Committee meeting for a periodic update.

The Audit Committee discussed the Long Range Financial Plan and strategy on implementation, including a review and analysis of a 3 year historical trend report of actual revenues which was prepared by Mary LaValley Blaine. To be continued in a subsequent meeting by an analysis and review of a 3 year historical trend of actual appropriated expenditures.

The Audit Committee discussed the desire for a board approved budget transfer to accommodate the 2010/2011 operating cycle to correct the code where planned equipment purchases had been budgeted from the “A2110 450 00 00” series of Materials and Supplies to the correct code of “A2110 200 00 00” equipment. The business manager was asked to bring the detailed budget transfer and backup support forward as an agenda item at the next meeting.

After the review of the August 31, 2010 financial reports, Pauline Stone moved, seconded by Cathy Buckley to bring the August financial reports to the Board of Education for their acceptance at the next scheduled Board of Education meeting. All Audit Committee Members present voted YES—motion carried.

The meeting was adjourned at 5:30 p.m.

Respectfully submitted,

Karen Armstrong