

Hornell City School District
Audit Committee Minutes
November 6, 2006

Present: David Weyand, Carol Berry, Richard Dunning, Paul McAnany, Pasquale Picco, George Kiley, Robert Gosden

The second meeting of the Hornell City School District Audit Committee was called to order at 6:30 pm.

A motion was made by Richard Dunning and seconded by Paul McAnany to approve the meeting agenda. After a brief discussion, the members of the committee agreed that agenda item "A", Appointment of a Committee Chairperson should occur after agenda item "C", Approval of Audit Committee Charter. The revised agenda was approved 5-0.

A motion was made by Richard Dunning and seconded by Carol Berry to approve the minutes of the October 16, 2006 Audit Committee Meeting as presented. The motion was approved 5-0.

A motion was made by Paul McAnany and seconded by Carol Berry that the Audit Committee recommend to the Board of Education that it approve the Audit Committee Charter as submitted. The proposed Charter was reviewed with concerns about the membership of the committee and authority of the committee discussed. The motion was approved 5-0.

A motion was made by Pat Picco and seconded by Paul McAnany nominating Richard Dunning as Audit Committee Chairperson. The motion was approved 5-0.

The internal audit function was discussed. In particular, the recommendation presented by Superintendent Kiley was reviewed. A motion was made by David Weyand and seconded by Paul McAnany that the Committee recommend to the Board of Education that it establish an internal audit function and that the elements of the function be as submitted by the Superintendent. The motion was approved 5-0.

Robert Gosden asked the Committee if there were any comments regarding the proposed RFP for External Auditor that had been included in the Committee packet. Several typo's were pointed out and the process for bringing a recommendation to the Board of Education discussed. It was decided that staff would screen the applications and finalist interviews conducted by the Committee Chair, Superintendent, School Business Official and District Treasurer. The interview committee will report its findings to the Audit Committee at its next meeting.

The meeting was adjourned at 7:00 pm