



## Newfane Central School District Audit Committee Meeting Minutes

Meeting Date: January 19, 2021

Location: Room 129, NECC

Time: 6pm

Attendees: Margaux Lingle, James Schmitt, Anthony Casinelli, Sarah Bowman (remote), Donald Clapp  
Auditors Carl Widmer and Corey Sveinsson, Drescher & Malecki  
Mark Whyle, Kevin Klumpp

### Meeting Summary:

Internal Audit: The Audit Committee reviewed the draft Internal Audit with the auditors. Discussion about the process that was used to determine risk management within the district outlined what was looked at. Observations and discussions with staff were had to document the findings. This initial audit produced twenty five recommendations. The district response is included and plans to meet them in the document. A final document will be shared with the committee and the Board of Education when completed now that the Audit Committee has reviewed and discussed the findings. It was noted that the auditors appreciated the cooperation and effort from all individuals involved in the audit. They suggested that annually the thirteen cycles should be revisited and evaluated as to action taken and to determine what should be looked at in the future.

Some points made were: There will not be additional staff added to meet the reassignment of tasks, the staff that will receive the tasks are qualified and they are tasks that are within each job description and scope. Kevin Klumpp, District Treasurer will assign the tasks and train each staff member. There was also discussion about the Fuel Usage and documentation, the changes in this should create an accountability and

accuracy that might have been lacking. Kevin Klumpp will send an email including the document for Fuel Usage to the Audit Committee. The Audit Committee will revisit the recommended items in a few months, they will appear as an agenda item for a future meeting.

Comptrollers' Audit, Corrective Action Plan Review: The Audit Committee reviewed the response prepared by the district to the recent Comptrollers' Audit. The committee agrees that they recommend acceptance of the plan by the Board of Education as this is on the agenda for the board meeting this evening.

The reserve plan presentation to the board, will be shared with the Audit Committee for the next committee meeting discussion.

The Audit Committees next meeting is March 16, 2021 at 6 pm.

Respectively Submitted by: Bernadette Seymour, District Clerk