

SCHOHARIE COUNTY CAPITAL RESOURCE CORPORATION
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Ronald S. Filmer, Jr.
Chief Executive Officer

SCCRC AUDIT COMMITTEE MEETING
September 17, 2020

SCCRC Audit Committee Minutes

1. **Meeting** called to order at 9:48 a.m. by Vice Chairman Chester Burton.
Members: Chester Burton, Wanda King **Staff:** Ron Filmer, Jr., Jeffery Haslun, Sarah Nickle
2. **Present:** Chester Burton, Joe Trapani, Wanda King, Jeff Haslun, Ron Filmer Jr., Sarah Nickle
3. **Minutes** from September 17, 2019 meeting were approved on motion by Chester Burton and seconded by Wanda King.
4. **Audit Review and Board Report** – Audit reviewed and discussed. The Board Report shows status containing no surprises or findings. The current fund balance is \$34,543.00. No questions or comments from the CRC Board. Motion to move to full board for approval by Chester Burton and seconded by Wanda King.
5. **Assessment of Internal Controls** – Reviewed and discussed. Dual check signers for vouchers and bills, bond decisions on projects, independent legal opinion on projects, establishment and following of policies, contracts with CEO and CFO, annual audits, separation of cash receipts and deposits. SCCRC members agree that controls are in place and are sufficient. Approved on motion by Chester Burton and seconded by Wanda King.
6. **Annual Review of Committee Performance** – Reviewed and discussed. Overall, it performed it's duties as necessary.
7. **Set date for next meeting** – To be announced.
8. **Adjournment** – On motion duly made and seconded, (Wanda and Joe) meeting adjourned at 9:52 a.m.