

Olean City School District  
Audit Committee Meeting  
410 West Sullivan Street  
Monday, September 16, 2013  
12:00 p.m.

Present:	Laurie Branch Michiko McElfresh Colleen Taggerty	Jim Padlo Kathy Elser Vicki Zaleski-Irizarry
Guest:	Dan Stetz Jim Sabo	

Laurie Branch noted that the Internal Claims Auditor's evaluation has been completed;  
Dan has attending training and will look for advanced training

Internal Claims Auditor Report  
Dan Stetz discussed internal claims issues

Draft Audited Financial Statements

- Jim Sabo presented the Draft Financial Statements for year ended June 30, 2012. The audit was conducted in accordance with generally accepted auditing standards. The audit committee will recommend to the Board of Education, its acceptance of the audit at the October 1st BOE meeting.

Internal and external auditor's RFP's  
Kathy noted that RFPs are due October 11<sup>th</sup>  
Vendors have called with questions  
Send 5 or 6 packages out

Committee Goals for the 2013-2014 School Year

- HR Audit
- Continue to monitor Internal Controls Tracking Sheet
- Appoint Internal and External Auditors
- Supervise and and evaluate auditors (internal, external, and claims)

Meeting adjourned at approximately 12:50 p.m.

Next meeting: October 21, 2013