



Auburn Industrial  
Development Authority

**AUDIT COMMITTEE MEETING MINUTES  
AUBURN INDUSTRIAL DEVELOPMENT AUTHORITY  
Wednesday, September 20, 2017  
First Floor Meeting Room  
Chamber of Commerce, 2 State Street, Auburn, NY 13021**

**Board Present:** Terry Cuddy (Member of Council)  
Roger Beer (Member at Large)  
**Board Excused:** James Dacey (Chair & Member of Business)  
**Staff & Guests:** Tracy Verrier, Executive Director, Joseph Sheppard (Assistant Secretary/ Assistant Treasurer)

Ms. Verrier called the meeting to order at 5:53pm noting that a quorum was now present.

**NEW BUSINESS**

Ms. Verrier reviewed the Committee Charter and the Whistle Blower policy with the committee, noting that they were both very standard. Mr. Beer recognized the importance of a hotline being included within the whistleblower policy and acknowledged that our policy did have the number for the State Authority's Budget Office within the Policy.

Ms. Verrier discussed the FY 2017 Financial Audit noting that Buffington and Hoatland would be performing the audit, but that the Board will need to issue an RFP for Audit Services in 2018. Ms. Verrier also discussed the need of the committee to meet twice per year, stating that it generally will meet in March to approve the Audit and September or October to review its Charter and Policies.

Ms. Verrier asked if the Committee was fine restating the policies and charter as they are. Mr. Beer and Mr. Cuddy agreed that they were.

**ADJOURNMENT**

Motion to adjourn made by Mr. Beer, seconded by Mr. Cuddy. All members present voted in favor; meeting adjourned at 5:57pm.

Next meeting March to review the 2017 Audit.

James A. Dacey  
Chairman

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