



Auburn Industrial  
Development Authority



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## MINUTES

Auburn Industrial Development Authority  
Audit Committee  
Wednesday March 15, 2023 @ 4:00pm  
2 State Street, Auburn, NY \*

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\*Due to COVID-19 safety protocols, there is limited in-person capacity for this meeting. The public can view the meeting livestreamed online at

[https://www.youtube.com/channel/UComWGbZGdalil\\_KTC2\\_lasw](https://www.youtube.com/channel/UComWGbZGdalil_KTC2_lasw)

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## MINUTES COMMITTEE MEETING

### Committee members present

Lisa Greene

Jim Dacey

### Staff

Michael Miller

**AUDIT REVIEW:** Mr. Dacey wondered if there could be a challenge of conflict of interest to the audit due to the fact that Buffington and Hoatland has merged with Dannible & McKee, a firm that has also done work for AIDA in the past. Mr. Miller pointed out that the recommendations that were done for last year's audit were done before the merger and Elaine Buffington has stated that anything done before the merger was done by Buffington and Hoatland and not related to Dannible & McKee.

Mr. Miller has prepared a response to the problems cited in the 2022 audit. Primarily last year's recommendations were not implemented and errors seen in this year's audit were the result of the staff turnover in the past year.

A new Bookkeeper/Office Manager has been hired, Katie Moran, who has a strong background in not-for-profit accounting. Mr. Miller anticipates that some of the tasks that have been done by various staff members in the past can be moved to this position.

**PARIS REPORT AND PROCUREMENT:** The report is due July 31. Documents for that audit must be submitted by March 31. Mr. Miller reports that information needed for that is being collected and prepared. There are two vendor reports that haven't been submitted yet. It is important to make sure that PILOT billing is done at an appropriate time. Next month more information will be available to the Committee.

Mr. Miller asked for feedback on the documents that have been provided to the Committee. Elaine Buffington will be at the full AIDA board meeting today to present the audit results and answer questions. Angela Janeck, who was also involved in the audit, will be on Zoom to discuss the audit and answer questions as well. The PARIS audit will be submitted on March 31 along with this audit.

Ms. Greene had a question on this month's balance sheet. There is a \$12,000 PILOT receivable that is later reversed. This will be one of the things that will be looked at as we try to clean up the books.