



County of Monroe Industrial Development Agency

AUDIT COMMITTEE MEETING MINUTES

Date & Place: March 10, 2020, 50 W. Main Street, Suite 1150, Rochester, NY 14614

Present: A. Burr, T. Milne

Absent: None

Also Present: A. Liss, R. Baranello, Esq., R. Finnerty, G. Genovese, L. Birr, A. Clark,
T. Zuber.

The Audit Committee meeting was called to order by A. Burr as Chair at 1:00 p.m.

The draft minutes of November 19, 2019 were presented. On motion by T. Milne, second by A. Burr, all aye, the minutes were approved.

Tom Zuber of Mengel, Metzger, Barr, & Co. presented the draft 2019 audit. The audit was unmodified with no significant deficiencies or material weaknesses. A management letter was issued recommending the employee handbook be updated. On motion by A. Burr, second by T. Milne, all aye, the Committee recommends the board accept the 2019 audit as presented.

On motion by T. Milne, second by A. Burr, all aye, the Committee reviewed the existing Charter and recommends board approval with no changes.

The Committee reviewed its self-evaluation and noted there are no issues.

The Committee reviewed the Internal Controls & Financial Accountability Policy and the Whistleblower Policy. No changes are recommended to the Internal Controls Policy. On motion by A. Burr, second by T. Milne, all aye, the Committee recommends the board readopt the Internal Controls & Financial Accountability policy. A new Whistleblower policy was reviewed that conforms to NYS Authority Budget Office Requirements. On motion by T. Milne, second by A. Burr, all aye, the Committee recommends board approval of the new Whistleblower Policy.

There being no other business to discuss, the meeting was adjourned at 1:38 p.m.

Minutes submitted by Robin Finnerty