

## **Board of Finance Audit Subcommittee Meeting Minutes, December 19, 2011**

Meeting called to order at 9:00am

In attendance: Brian Stern, Avi Kaner, Helen Garten, John Kondub, Ken Alexander, Lynn Scully, Scott Basset (McGladrey), Neil Travanti (McGladrey), Dale Call.

### Item A: External Audit

1. Reviewed status of the 2010/2011 CAFR development process. No action taken.
2. Discussed status and issues with the External Auditor. No action taken.

### Item B: Meeting with External Auditor

1. Discussion with External Auditor regarding annual audit. (B. Stern, A. Kaner, H. Garten, S. Basset, N. Travanti in attendance) No action taken.

### Item C: Internal Audit

1. Reviewed draft of the Railroad Parking internal audit report. No action taken.

### Item D: General

1. Determine the Meeting schedule for 2012. No action taken.
2. Review process of reporting to the Board of Finance. No action taken.

Meeting adjourned at 11:30am

Respectfully Submitted,

Lynn Scully, Internal Auditor