

## **Board of Finance Audit Subcommittee Meeting Minutes, March 4, 2013**

Meeting called to order at 8:40 am

Members present: Brian Stern, Helen Garten

Item A: External

No Items discussed

Item B: Internal Audit

1. Reviewed and discussed the status of the Personnel Audit open items (G Conrad)
2. Reviewed open items from the Cash Audit (Scully)
3. Reviewed draft of the Town Owned Vehicles Report (Scully)
4. Reviewed Audit Plan for 2013. (Scully/All)

Item C: General

1. Reviewed "Major Town Risk" items with WPS.(Harris).

Item D.

1. Minutes from February 4, 2013 approved 2-0

Meeting adjourned at 10:05 am

Respectfully Submitted,

Lynn Scully, Internal Auditor

Approved 4/8/2013