Audit Committee Meeting February 17, 2015 236 Third Street, Greenport, NY 11944 Village Hall Conference Room

Attendees:

Mayor Nyce, Trustee Phillips, Trustee Robins, Treasurer Brandt, Clerk Pirillo

Call to Order (Open meeting)

2:04 p.m. - Meeting called to order.

Approve Minutes of last meeting

Motion made (Nyce), Motion seconded (Phillips) to approve minutes of last meeting. Motion carried.

Old Business

Cleaning Services Update – a "green" company came to visit Village Hall and assess the scope of work. We have reached out to local Banks and Southold Town Hall as requested, to no avail.

Village-Wide Audit – Bill Freitag is scheduled to present financials at the March Board of Trustees Regular Meeting.

Cash Collection, especially at Carousel

Corrective Action Plan being followed. Deputy Treasurer Gaffga performing "surprise" audits and cameras are installed.

According to Trustee Phillips and Treasurer Brandt, there should be a "redundant drive" installed for the security cameras, to ensure "checks and balances," and ensure that cameras are recording properly everyday.

New Business

Annual RFPs/Bids According to Mayor Nyce, these should come as a recommendation to the Board of Trustees from the Audit Committee.

Schedule for next Meeting

The next Audit Committee Meeting is scheduled for April 20, 2015 at 2:00 p.m.

The meeting was adjourned at 2:24 p.m. Motion made (Nyce) / Motion seconded (Robins) / Motion carried.