

## MINUTES TO THE AUDITORS MEETING ON JUNE 5, 2014

Attended by Deb Healey, Wally Reed and Susan Duke

Meeting was called to order at 6:00 P.M.

Reviewed findings for year 2013/2014 that we will go over with the Treasurer and outside auditors. The only questionable finding was an invoice that was made out to Basin Harbor Club for appraisal work on their marina. This invoice was paid by the Town of Ferrisburgh and no one signed off on this invoice or made any note as to why this happened. We were given an explanation about this invoice by the Asst. Treasurer.

The only outstanding finding from last year's outside audit is the bank reconciliation to the general ledger being up to date. We will check with the Asst. Treasurer to make sure this is done by the time the outside auditors are here.

We have decided to work on the following issues for the coming 2014/2015 year:

Follow the accounting procedure used for all subsidiary accounts.

Update review of all Policies and Procedures.

Review the Grand List procedures.

Deb Healey made the motion to close the meeting at 7:15, which was seconded by Wally Reed.