

## WEST ISLIP BOARD OF EDUCATION FINANCE COMMITTEE REPORT

COMMITTEE NAME: Finance Committee

DATE OF MEETING: December 8, 2015

COMMITTEE MEMBERS PRESENT: Scott Brady  
Bob Ulrich

BOARD MEMBERS IN ATTENDANCE: Steve Geller  
Kevin O'Connor  
Mike Zoto

ADMINISTRATORS PRESENT: Bernadette Burns, Superintendent  
Wendy Duffy, Assistant Superintendent for Business

OTHERS PRESENT: June Mellon, Treasurer  
Robert Nocella, Purchasing Agent  
Pat Plompen, Internal Claims Auditor

PURPOSE OF MEETING: Review warrants for the month and discussion of pertinent fiscal matters.

MEETING REPORT: Meeting called to order at 7:40 pm

### Audit Committee:

Presentation From R.S. Abrams - Annual Audit - Alexandria Battaglia (Partner at R.S. Abrams who are the external auditors for the West Islip UFSD) presented, reviewed and summarized the results of their annual audit Independent Auditor's Report for the fiscal year ended June 30, 2015.

Presentation from Cullen & Danowski - Risk Assessment Update - Don Hoffmann (Partner at Cullen & Danowski who are the internal auditors for the West Islip UFSD) presented, reviewed and summarized the results of their Risk Assessment Update Report and Applying Agreed-Upon Procedures Report.

Wendy Duffy presented and reviewed with the Committee the following Corrective Action Plans:  
2014/2015 Annual Audit of Financial Statements  
Risk Assessment Audit 2015  
Agreed Upon Procedure-Payroll Functions Audit 2014/2015

The audit reports were accepted by the School Board. Corrective Action Plans were presented and approved by the School Board.

Motion was made by Robert Ulrich, seconded by Scott Brady and carried when all Board members present voted in favor to acknowledge receipt of the following audit reports; Independent Auditor's Report for the year ended June 30, 2015 from R.S. Abrams & Co., LLP, Risk Assessment Update Report dated December 8, 2015 from Cullen and Danowski, LLP and Agreed-Upon Procedures - Payroll Function Report dated December 8, 2015 from Cullen and Danowski, LLP and approved of the District's related Corrective Action Plans.

Finance Committee:

Treasurer's Reports:

School District Funds – October 2015

Extra-Curricular – October 2015

- Approved by the Committee for submission to the Board

Payroll Summary Report – October 2015:

- Presented and accepted by the Committee

Financial Statements for October 2015:

- Financial statements for the period 7/1/15 – 10/31/15 were presented

Internal Claims Audit Report:

- Presented and accepted by the Committee

System Manager Audit Trail for 11/2/15 – 11/23/15:

- Presented and accepted by the Committee

Budget Transfers:

- Presented and Accepted by Committee for submission to the Board

Reviewed Warrants:

- The Finance Committee received the warrants.

Reviewed Board Agenda Finance Items:

- Approval of Donation:

Bayview – Ahold Financial Services

\$1,746.90

Wendy Duffy brought to the attention of the Committee the need to get approval on two resolutions. The first resolution is for Roof Repairs and the second resolution is for Payroll Certification.

Meeting was adjourned at 8:16 PM