**Seneca County Funding Corporation**

**Audit Committee**

**Meeting Minutes**

Thursday, September 17, 2020

12:45 pm

Held Via Livestream due to COVID-19

**Attendance**:

Members Present: Steve Brusso, Robert Kernan and Valerie Bassett

Members Absent: None

Others Attending: Sarah Davis , Patricia Jones and Kelly Kline

**Call to Order:**

Mr. Brusso called the meeting to order at 1:46 p.m. A quorum of the Corporation’s Audit Committee were present.

**Recommend Approval of 2020 SCFC Annual Audit Engagement Letter to full board:**

A copy of the 2020 SCFC Annual Audit Engagement Letter from the office of Mengel Metzger Barr and Co a division of Raymond F. Wager, CPA, P.C. was provided to Board members prior to the meeting. Audit Committee Chairman, Robert Kernan noted that there no increase in their fee from prior year. A motion was made by Ms. Bassett approving the 2020 Annual Engagement Letter, and to recommend approval by the full board. Seconded by Mr. Brusso. Members, Kernan, Brusso and Bassett voted “yea”. Motion carried.

**Recommend Approval of Proposed 2021 Budget and Posting to PARIS to Full Board:**

Committee Members had been provided a copy of the Proposed 2021 Budget prior to the meeting. In accordance with PAAA the budget is to be posted to PARIS by November 1, 2020. A motion was made by Ms. Bassett recommending approval of the 2020 Budget to the full Board and posting to PARIS. Seconded by Mr. Brusso. Members Brusso, Bassett and Kernan voted “yea”. Motion carried.

**Review and Recommend approval of Response to 2019 Management Letter:**

A copy of the Response to 2019 Management Letter was provided to board members prior to the meeting. A motion was made by Mr. Brusso recommending the Response to the 2019 Management Letter to the full board, Seconded by Ms. Bassett. Members Brusso, Bassett and Kernan voted “yea”. Motion carried.

**Adjournment**:

A motion to adjourn the meeting was made by Mr. Brusso. Seconded by Ms. Bassett. Motion carried. The meeting adjourned at 12:52pm.

Respectfully submitted,

Robert E. Kernan