

Chemung County  
Industrial Development Agency  
400 East Church Street, Elmira, New York 14901  
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**MINUTES OF THE MEETING  
AUDIT COMMITTEE  
1/22/13**

**PRESENT:** Donald Quick, Thomas Santulli  
Kristie Beach, & Jordan Sutton of EFP Rotenberg

**STAFF:** George Miner, Tara Cofone

**CALL TO ORDER**

Chairman Donald Quick called the meeting to order at 9:10 AM

**REVIEW OF THE AUDIT APPROACH**

K. Beach reviewed the 2012 Audit Approach. She has received the Trial Balance and has issued the client assistance letter.

Fieldwork will begin February 4, 2013. The engagement letter was reviewed and signed by G. Miner. There was discussion on 2012 activities and projected 2013 activities.

The audited financial statements will be issued by March 31, 2013. The 2012 audit includes partner rotation of Joseph Kehm by Jennifer Abore.

**ADJOURNMENT**

There being no further business to come before the committee, the meeting was adjourned at 9:30 AM.

Respectfully submitted,

  
Tara Cofone