

Chemung County
Industrial Development Agency
400 East Church Street, Elmira, New York 14901
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**MINUTES OF THE MEETING
AUDIT COMMITTEE
1/26/12**

PRESENT: Donald Quick, Treasurer
Joseph Kehm, Kristie Beach, & Bryant Dillon of EFP Rotenberg

STAFF: George Miner, Tara Cofone

CALL TO ORDER

Chairman Donald Quick called the meeting to order at 3:30 PM.

REVIEW OF THE AUDIT APPROACH

K. Beach reviewed the 2011 Audit Approach. Senior auditor Bryant Dillon has received the Trial Balance and has issued the client assistance letter.

Fieldwork will begin February 6, 2012. Project testing will begin March 5, 2012. The engagement letter was reviewed by D. Quick and G. Miner.

The audited financial statements will be issued by March 31, 2012. Partner rotation of Joseph Kehm will be required for the 2012 audit.

ADJOURNMENT

There being no further business to come before the committee, the meeting was adjourned at 3:45 PM.

Respectfully submitted,

Tara Cofone