

Chemung County Capital Resource Corp.

Audit Committee

January 27, 2017

9:20 AM

AGENDA

1. New Business
 - a. Review of the Audit Plan

2. Old Business
 - a. NA

3. Other Business
 - a. NA

4. Adjournment

Chemung County Capital Resource Corp.
Audit Committee
Minutes of the Meeting
1/27/17

PRESENT: Donald Quick
Joseph Kehm, Rejean Archambeault of EFPR Group, LLP

STAFF: Michael Krusen, Tara Cofone

CALL TO ORDER

Chairman Donald Quick called the meeting to order at 9:20 AM.

REVIEW OF THE AUDIT PLAN

J. Kehm presented the Audit Plan for the 2016 annual audit, including the scope of their services, auditor responsibilities, client responsibilities, audit approach, new accounting and auditing pronouncements, engagement timeline and fees and the client service team.

The engagement timeline includes field work to begin January 30, 2017, and ending for submission to the PARIS System by March 31, 2017.

J. Kehm presented the management letter for signature.

ADJOURNMENT

There being no further business to come before the committee, the meeting was adjourned at 9:40 AM.

Respectfully submitted,

Tara Cofone