

Scotia-Glenville School District
Scotia, New York

Audit Committee Meeting Minutes
October 7, 2024
Room 143 MS

Meeting commenced at 5:15 p.m.

Attendees: Kim Talbot, BOE
Hal Talbot, BOE
Emily Orr, BOE
Drew Giaquinto, Business Manager
Susan Swartz, Superintendent
Christine Carusone, Deputy Treasurer

Amy Pedrick of West & Co. reviewed the scope of the financial audit and noted that it went very well and there were no new auditing standards from the prior year. She reviewed the opinions on the financial statements, noting that the district received the highest opinions, which is consistent with prior years.

She reviewed pages 4-14, the management discussion and analysis with a focus on:

- Page 9, the graphical depiction of revenue and expenses;
- Page 11, the budget variance narrative; and
- Pages 13-14, factors bearing on the District's future.

She noted two significant numbers on the financial statement that are out of the district's control, OPEB (Other Post-Employment Benefits) liability and net pension liability, actuarial numbers that the district is not allowed to fund.

She then reviewed and discussed page 17 – the balance sheet by fund (General Fund, Special Aid, School Lunch, Capital and Misc. Special Revenue). She explained that the \$13.8M General Fund balance consists of reserves:

- Unemployment;
- Tax Certiorari;
- Debt Service;
- Repair;
- Workers Compensation;
- TRS, which has a funding limitation and the district is under the cap;
- ERS, which has no limitation;
- Assigned (encumbrances); and
- Unassigned (the district is right at the 4% limit for the unassigned balance).

She pointed out the Income Statement on page 19 and noted that the district issued bonds for the capital project during 23-24. With regard to the footnotes on pages 22-52, she said there is nothing new there. They are mostly devoted to the long-term items.

She next referred to page 62, which is the Independent Auditors' Report on Internal Controls over Financial Reporting. She explained that the district has its own internal auditor that does an annual risk assessment. West's job is not to express an opinion on the district's internal controls. The results of their tests disclosed no instances of noncompliance or other matters required to be reported. The district is operating well.

She then discussed page 64, the report on compliance for federal grant programs. The district is a low-risk auditee. Page 67 lists all the federal funds the district receives. All clean findings and no weaknesses identified.

Ms. Pedrick then discussed the ECAF audit (page 71) and noted that the district received some comments, all of which are very common. The management letter notes that 2 receipts did not charge sales tax, 1 receipt did not have a profit and loss statement, 1 disbursement was missing the central treasurer signature, and there were numerous fiscally dormant clubs.

Ms. Pedrick commended the Business Office for being prepared and providing all required documentation for the audit in a timely manner. She stated that West & Company's on-site time was very efficient because of the district's timeliness.

Mr. Giaquinto pointed out that there are no surprises for the Board. The MD&A is consistent with the fiscal projections that he provided throughout the year. He pointed out that it is now the Audit Committee's responsibility to update the BOE members that are not on the Committee and make their recommendation to accept the audit.

The audit committee had no questions and was satisfied with the audit.

The meeting ended at 6:00 p.m.