

## Audit Committee Meeting Minutes

Wednesday, April 10, 2019

Attending: Cookie Ohlson, Laura Wallace & Deborah Ricard

- Convener - Laura Wallace
- Chair – Helen “Cookie” Ohlson
- Secretary - Deborah Ricard
- Description
  - The purpose of the Audit Committee is to perform internal, sometimes random, audits on the books and accounts of Arden. Committee members verify statements of receipts and disbursements for every committee and examine the town’s financial statements.
  - The audit committee has 4 scheduled meetings per fiscal year. Additional meetings may be called for random, specific audits on books and/or accounts that are pertinent to the town’s financial business.
  - Every year, the Audit Committee reviews the external audit prepared by an outside agency and presents its report to the town.
- Scheduled meeting dates
  - Wednesday, June 12, 2019
  - Wednesday, Sept 11, 2019
  - Wednesday, January 8, 2020
  - Wednesday, March 11, 2020
  - Wednesday, June 10, 2020
- All meetings held in Village Office at BWVC, starting at 6 pm, unless otherwise noted.
- Meeting schedule subject to change as needed.

Respectfully submitted,

Deborah Ricard