

Citizens' Financial Advisory Committee

Minutes

November 9, 2017

Attendees: Steven Sanders, Chair, Paul Sippel, member, Peter Goergen, member

Also Attending: Darlene Carrol, Town Comptroller, Nicole Ruf & Luke Malecki from Drescher & Malecki, Town Auditors, Larry Graner, Director of Contract Compliance

Larry described efforts to update procurement policy. Expects draft to new Town Board in January.

Discussed adding procurement module to MUNIS. Committee recommends Town consider adding procurement module.

Set schedule for 2018 meetings. All meetings at 8 AM in Councilmembers' Conference Room

February 8 – Follow up with Contract Compliance, Audit Planning

May 10 – Review Draft Financial Statements & Management Letter

August 9 – Analytic Review & Discuss w/ Departments regarding Management Letter, invite Dept Head(s) if necessary

November 8 – Review Department responses to Management Letter, invite Dept Head(s) if necessary