

Shrewsbury Board of Auditors
Public Meeting, March 30, 2014

The Board of Auditors convened pursuant to posted public notice in the Shrewsbury Meeting House on March 30, 2014 at 1:35 pm, copy of notice attached. Present were Board members Rich Biziak (chair), Jonathan Gibson and Sandy Bragg.

The Board reviewed proposed changes to the Annual Report process in a prior working session on March 2nd. Rich distributed notes from that working session, which were approved.

The Board approved a review of the 2014 Organizational Meeting Proposed Agenda provided by Rich, with the following modifications:

- Discussion of 2013 Audit followup items (1 a-h) was deferred. Jonathan expressed concern that deferring will reduce the likelihood of resolving and getting closure.
- Jonathan and Rich will determine if additional information will be required from the School Board for the 2014 audit.
- The Board will explore VLCT training options. The Board expressed interest in general accounting instruction, potentially inviting Chris Clarke to provide an overview.
- Jonathan will schedule a meeting with the Listers to discuss how we might work together productively.
- Discussion of the central file and a potential scanner was deferred.

The Board discussed the upcoming 2014 audit and Annual Report, as follows:

- The Board will maintain the larger format for the Annual Report.
- Discussion of the components of the quarterly audits and year end audit was deferred until the 1st quarter audit.
- The Board decided to incorporate the warned article number in the table of contents for the next Annual Report.
- The Selectboard narrative report should include an explanation of any disparity between General Fund expenditure and the revenues raised by taxes and non-tax revenues.
- Discussion of the historical table of receipts and disbursements was deferred till FEMA audit completed.
- The Board will not request that out-of-town organizations include data on administrative expenses.
- The Board adopted the preliminary 2014 schedule proposed by Rich.
- The Board will seek to meet with the independent auditor after the completion of the FY13 audit.
- The Board will review FEMA expenditures and reimbursements. Meetings with John Wood, Mark Youngstrom and Mark Goodwin were proposed as an initial step.

The board adjourned at 3:45pm.

March 19, 2014

MEETING NOTICE

**The Shrewsbury Board of Auditors will hold a meeting at the
Shrewsbury Community Meeting House in Shrewsbury Center
on Sunday, March 30, 2014 at 1:30 p.m.**

Agenda

**Organizational meeting to plan and prepare for undertaking
Board's responsibilities during 2014 for auditing the Financial Records
of the Town of Shrewsbury and preparing the 2014 Annual Report**

Richard Biziak Sandy Bragg

Jonathan Gibson

March 19, 2014