

**Shrewsbury Board of Auditors**  
**Public Meeting, January 17, 2025**

**Note: These minutes are unofficial until approved by the Board of Auditors at the next meeting.**

The Shrewsbury Board of Auditors convened at the Shrewsbury Town Office, and via Zoom Communications, for a publicly warned meeting on January 17, 2025, at 1.00 pm. Present were board members Michelle Greene (Chair), Rich Biziak, and Sandy Bragg (via Zoom). Also attending were Bob Knudsen, Lenny Wellenius (via Zoom) and Sam Green (via Zoom).

Bob, Lenny and Sam have expressed interest in possibly filling the auditor position that will open on March 4, 2025, and attended the meeting to get an idea of our activities. During the meeting some additional explanation of auditing tasks was provided for a better understanding of the position's duties.

The agenda was approved and the minutes of the 11-24-24 meeting were approved with no amendments.

The third quarter audit was discussed. Sandy indicated there were a few items in the Q3 general ledger provided which are expected to show up the materials to be provided during the fourth quarter audit, but otherwise no open items.

The fourth quarter audit will commence once materials are received from the treasurer.

The 2024 annual report was discussed. Michelle indicated that the bulk mailing permit cost increased in July 2024. The paperwork was already submitted to the Selectboard for approval. Michelle has finished editing the out-of-town reports. Once Sandy is finished his edits of them, he will move them into the 'Reviewed' folder in the central file. He had not started editing the town reports. He said the audits of the Historical Society and Shrewsbury Volunteer Fire Department financials were complete and the audited financials were in the 'Reviewed' folder.

There was no other business, and the meeting adjourned at 1.26pm.

Respectfully submitted,

Sandy Bragg