



ECONOMIC DEVELOPMENT CORPORATION

**Audit Committee  
Meeting Minutes  
January 14, 2020, 8:00 am**

<b>Board Members Present</b>	<b>Board Members Absent</b>
Kevin Hill, Treasurer	
Dave Bunnell	
Supervisor Fred Wille	
<b>Non-Board Members Present</b>	
Michael Wojcik, CFO	
John Rynkiewicz, CPA Mengel Metger Barr & Co, LLP	
Tom Lauffer, CPA Mengel Metger Barr & Co, LLP	
Michael Manikowski, Executive Director	
Suzanne Vary, Staff	
Brigitte Larson, Staff	

Kevin Hill called the meeting to order at 8:00 a.m. A quorum was present.

**Minutes of the March 12, 2019 Audit Committee Meeting:** Michael Wojcik reviewed the minutes of the March 12, 2019 Audit Committee Meeting.

*A motion was offered by Dave Bunnell and seconded by Supervisor Fred Wille to approve the minutes of the March 12, 2019 Audit Committee meeting. Unanimously approved.*

**Engagement Letter & Audit Plan:**

John Rynkiewicz of Raymond Wager, CPA went over the OCEDC Engagement Letter for 2020 and also presented a summary of the 2020 Audit plan, similar to past years.

*Supervisor Fred Wille made a motion to approve the OCEDC Engagement Letter and Audit Plan for 2020 as presented. Dave Bunnell seconded the motion. Unanimously approved. Motion carried.*

**Investment Policy:**

Michael Wojcik presented the Investment Policy for annual review with no recommended changes.

*Dave Bunnell made a motion to approve the Investment Policy. Supervisor Fred Wille seconded the motion. Unanimously approved. Motion carried.*

**Tentative Dates for Field Work (financials), Field Work (PARIS), Tentative Statements, Board Approval:**

Michael Wojcik explained that tentative dates will most likely be the last week in January 2020.

**Adjournment:** *Supervisor Fred Wille made a motion to adjourn at 8:25 a.m., seconded by Dave Bunnell. Unanimously approved.*

Respectfully submitted,

*Brigitte Larson*

DRAFT