

**Notes from Audit Committee Kick-off Meeting**

**Present:** Audit Committee Members—Peter Asmuth, Chair; Gail Feldman; John Elliott;  
Staff—Demetri Protos, Finance Director; Shana Davis-Cook, Village Manager

**Held on:** July 22, 2011 at 11:00 a.m.

- The Committee discussed the audit review process and timeline, and the role of the Committee in relation to each.
- The Committee discussed having a representative from *Lindsey & Associates* present the final audit report to the Board of Managers and community at the Board's regular meeting in November/December. *Note: Staff will contact Lindsey & Associates to inquire if they make presentations to other municipal jurisdictions.*
- The draft audit report is expected to be available in early September. The Committee will likely meet to review and discuss the draft report during the month of September. All of the Committee members are available during the month of September, and are available for daytime meetings as their schedules permit.
- Committee members would prefer to receive the draft report in hard copy form versus digital form (email).