

Audit/Finance/HR Meeting

Date: April 25, 2017

Time: 9-10am

Attendance: Cassandra Sheets, Brian Reese, Richard, Lisa Sexton, David W

Absent:

Topic	Discussion	Resolution	Person Responsible/ Time Frame
Financials –	<p>FUND EZ is still working out glitches</p> <p>A/P – A/R are a bit off still</p> <p>Deferred is a little higher than it should be.</p>	<p>Richard is working with Tech and it will be a bit that time before they are fixed</p> <p>Waiting for Oneida and Herkimer County to pay the contracts out –</p> <p>\$17k left in for deferred for HITT money – Invoiced for future product</p>	<p>Richard</p> <p>Cassandra/Richard</p>
Income Statement	<p>Investment acct is a little higher than last year.</p> <p>Need to find out if we owe Compeer and set a time frame</p>	<p>Work on the internal items</p>	<p>Cassandra/Richard</p>
Balance Sheet	<p>Nothing out of the ordinary – ahead of the game with \$108K</p> <p>Explained about salaries, hired some temps, salary budgets might be a bit off.</p>	<p>DRT are down</p> <p>Parol is up higher</p> <p>Misc \$16K – Investment bringing in 2016 calculation – does not go on income statement – Richard will adjust</p>	

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	Unemployment items were addressed	Will be fine because of the budgeting for salaries	
Auditing	Need journal entries that they have done.	Bonadio will be at May meeting Ask them for any draft statements for Journal entries – Brian and Dave will work on fixing the assets	
Next Meeting	May 17, 2017 @ 9am With auditors		
Agenda Items	Final budget numbers Auditors will be here		
Board Meeting	Brian will give verbal update at Board Meeting For May meeting will have definitive numbers		Brian

Respectfully submitted, *H.Perry*