

Meeting Minutes
Town of Wayland
Audit Committee Meeting
April 19, 2017

Attendees: Chris Cullen, Inna Kisseleva, Carolyn Bargoot, Chris Ryan, Randall Moore (on the phone)

1. Review of OML Complaint
 - a. Discussed minutes accidentally not posted to website.
 - b. Reasons for not posting minutes uncertain.
 - c. Review of unapproved meeting minutes from prior meetings.
 - d. Carolyn motioned to approve minutes, Inna seconded motion; all approved minutes of past meetings for posting.
 - e. Minutes of some meetings not found; believed most of those meetings were cancelled. For those meetings not cancelled, Chris Cullen to look into minutes.

2. Future Meeting Minutes
 - a. Addressing issue of minutes being posted in a timely manner.
 - b. Decided to post draft minutes at a minimum.
 - c. Chris Cullen requested assistance with administrative matters and due to his personal schedule will no longer fill the role of Chairperson. Once the OML complaint has been addressed, Chris will relinquish the position of Committee Chair

3. Account balances looked into from FY 2016 FS disclosure
 - a. Balances in question were explained by support from town departments.
 - b. Discussed balances in accounts and transfers from the accounts to the general and trust funds.
 - c. AC (Carolyn) to follow up with finance committee regarding transfers to general and trust funds to understand the reasons for the transfers.

4. Inna volunteered to be incoming chair
 - a. All voted in favor

5. Motion to adjourn meeting (7:45pm)
 - a. All voted in favor.