



Clayton Local Development Corporation
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Audit Committee Meeting Minutes of November 7, 2024

Audit Committee Chair, Christine Powers called the meeting to order at 3:35 p.m. In attendance were Doug Rogers, Tim LaLonde, Jamie Ganter, Tim Doney, and Kristi Dippel. Mike Bashaw was excused.

Chair Powers opened the discussion with a review of the Audit Committee Charter and Procedures. With no changes recommended, both documents remain in force as presented.

Executive Director, Kristi Dippel, presented the committee with the Engagement Letter for audit services from Maria Snyder of DiMarco, Abiusi & Pascarella. The proposed amount for 2025 is \$6,315 for the audit, to include non-audit services and for the electronic CHAR 500 preparation.

Tim LaLonde inquired about the level of expense versus what the auditing firm does for the organization. Mr. LaLonde has experience in audits and will contact a firm in Syracuse to investigate what a fee would be for the CLDC audit. Ms. Powers will contact Maria Snyder to further discuss the proposed expense and to see if there is any room for negotiation.

Subsequent to the meeting: Follow-up with Maria Snyder and the firm in Syracuse revealed that the proposed fee is the best that can be offered. All committee members agreed and a motion to approve the Engagement Letter from DiMarco, Abiusi & Pascarella was made by Tim LaLonde second by Jamie Ganter and the committee unanimously approved the Engagement Letter.

With no further business, the meeting was adjourned at 3:45 p.m. on a motion from Mr. Ganter, second by Mr. LaLonde.

The next regular Audit Committee Meeting will be held on a date to be determined.

Respectfully submitted,

Christine A. Powers

Christine A. Powers, Audit Committee Chair