

Audit Committee

Regular Meeting Minutes

DATE & TIME: August 29, 2023 – 4:00 PM
LOCATION: KL Binder Library, 6th Floor, County Office Building,
244 Fair Street, Kingston, NY
PRESIDING OFFICER: Tracey A. Bartels, Chair
LEGISLATIVE STAFF: Amber Feaster
PRESENT: Legislators Peter Criswell, John Gavaris, and Craig Lopez; Deputy
Comptroller Alicia DeMarco on behalf of Comptroller March
Gallagher; Deputy County Executive Chris Kelly on behalf of County
Executive Jen Metzger
ABSENT: Legislator Kenneth J. Ronk, Jr.
QUORUM PRESENT: Yes
OTHER ATTENDEES: Legislators Erner, and Petit; Charles Dinstuhl, Office of the
Comptroller; Melissa Szot, and Chris Kopf, PKF O’Connor Davies;
Roseann Daw, Commissioner of Finance; Christopher Jaros,
Department of Finance

- Chair Bartels called the meeting to order at 4:20 PM and Deputy Clerk Feaster called the roll.

Motion No. 1: To approve the Minutes of the May 9, 2023 Regular Meeting

Motion Made By: Legislator Gavaris
Motion Seconded By: Legislator Criswell
Discussion: None
Voting In Favor: Legislators Bartels, Criswell, Gavaris, and Lopez
Voting Against: None
No. of Votes in Favor: 4
No. of Votes Against: 0
Disposition: Approved

2022 External Audit of the Annual Financial Statements

Chair Bartels introduced Melissa Szot and Christopher Kopf from PFK O’Connor Davies. Ms. Szot informed the Committee of the external audit’s status, timeline, and open testing procedures. Ms. Szot also explained that a reconciliation has not been completed for receivables in the Department of Social Services, stating that a write off is anticipated but the exact value will not be known until the reconciliation is completed by the Department and tested by the firm. Mr. Kopf explained the reconciliation process for the account in discussion. Further discussion pursued on open testing items, including the accounting for leases as they relate to compliance with GASB 87. Ms. Szot continued stating that the firm is assisting in the preparation of the financial statements this year but that not all supplemental schedules are financial statement related, so without participation by the County additional schedules may need to be omitted.

Chair Bartels emphasized the importance of knowing the ending fund balance value as the Legislature enters the budget cycle. Ms. Szot informed the Committee that missing the financial statement deadline has audit repercussions for the subsequent period, acknowledging that the timeline is tight and assuring the Committee that the firm is working hard to meet the deadline. Mr. Kopf confirmed that the Legislature will be provided an ending fund balance value before the budget cycle begins, even if the financial statements are not yet completed in full. Further discussion took place on the potential effects of the Tyler v. Hennepin Supreme Court Ruling. Ms. Szot and Mr. Kopf answered Committee member questions.

Motion No. 2: To approve a one-year extension on the current contract with PFK O'Connor Davies for external audit services for the 2023 fiscal year end.

Motion Made By: Legislator Gavaris
Motion Seconded By: Legislator Criswell

Discussion: Legislator Criswell stated he feels there is an advantage to continuing with the current auditors as the County is currently in a period of transition.

Voting In Favor: Legislators Bartels, Criswell, Gavaris, and Lopez
Voting Against: None
No. of Votes in Favor: 4
No. of Votes Against: 0
Disposition: Approved

New Business: None.

Old Business: None.

Chair Bartels asked the members if there was any other business, and hearing none;

Motion to Adjourn

Motion Made By: Legislator Gavaris
Motion Seconded By: Legislator Criswell
No. of Votes in Favor: 4
No. of Votes Against: 0

Time: 4:57 PM

Respectfully submitted: Amber Feaster
Minutes Approved: December 6, 2023