

**Audit Committee  
Regular Meeting Minutes**

**DATE & TIME:** February 18, 2024 – 4:30 PM  
**LOCATION(S):** KL Binder Library, 6th Floor, County Office Building, Kingston  
Livestreamed at <https://www.youtube.com/@UlsterCountyLegislature/streams>  
**PRESIDING OFFICER:** Chair Gavaris  
**LEGISLATIVE STAFF:** Amber Feaster, Deputy Clerk – Finance, and Tyron Rogers, Legislative Technical Support Specialist  
**MEMBERS PRESENT:** Legislators Roberts, Hansut, Levine (arrived at 4:34 PM), and Nolan; Comptroller Gallagher; Deputy County Executive Capuano  
**MEMBERS ABSENT:** None  
**QUORUM PRESENT:** Yes  
**OTHER ATTENDEES:** Commissioner of Finance Roseann Daw; Deputy Commissioner of Finance Chris Jaros; Deputy Comptroller Charles Dinstuhl; O’Connor Davies Melissa Szot; Anthony Fitzpatrick, Citizen

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Complete content of the meeting can be accessed via the Ulster County Legislature’s YouTube channel at <https://www.youtube.com/@UlsterCountyLegislature/streams>

Chair Gavaris called the meeting to order at 4:30 PM

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**Motion No. 1:** **Motion to Approve the minutes of the September 17, 2024 Meeting**  
**Motion Made By:** Legislator Roberts  
**Motion Seconded By:** Legislator Hansut  
**Voting in Favor:** Legislators Gavaris, Roberts, Hansut, Levine, and Nolan  
**Voting Against:** None  
**Votes in Favor:** 5  
**Votes Against:** 0  
**Disposition:** **Minutes Approved**

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**External Audit of the Annual Financial Statements for the Fiscal Year Ended December 31, 2023 – Single Audit Update & Update on Outstanding Items:**

- Melissa Szot, PKF O’Connor Davies, LLP

**External Audit of the Annual Financial Statements for the Fiscal Year Ended December 31, 2024 – Preliminary Procedures:**

- Melissa Szot, PKF O’Connor Davies, LLP

**Request for Proposals (RFP) on the External Audit of the Annual Financial Statements for the Fiscal Year Ended December 31, 2025:**

- Committee unanimously agreed to publish
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**Forthcoming Resolutions:** None

**New Business:** None

**Old Business:** None

**Adjournment**

**Motion Made By:** Legislator Nolan

**Motion Seconded By:** Legislator Roberts

**Votes in Favor:** 5

**Votes Against:** 0

**TIME:** 4:48 PM

**Respectfully Submitted:** Amber Feaster, Deputy Clerk of the Legislature - Finance

**Adopted:** March 18, 2025

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