

**Audit Committee
Regular Meeting Minutes**

DATE & TIME: May 20, 2025 – 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 Hansut, Levine (arrived at 4:33 PM), and Nolan; Comptroller Gallagher
MEMBERS ABSENT: Legislator Roberts; and Deputy County Executive Capuano
QUORUM PRESENT: Yes

OTHER ATTENDEES: Buyer Ancolie Martelly, UC General Services Department; Douglas Zimmerman, CPA and Brent Jensen, CPA – EFPR Group (via conference call); Melissa Szot, CPA and Chris Kopf, CPA – PKF O’Connor Davies (via conference call)

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Chair Gavaris called the meeting to order at 4:31 PM.

Motion No. 1: **Motion to Approve the minutes of the May 15, 2025 Meeting**
Motion Made By: Legislator Nolan
Motion Seconded By: Legislator Hansut

Voting in Favor: Legislators Gavaris, Hansut, Levine, and Nolan
Voting Against: None
Votes in Favor: 4
Votes Against: 0
Disposition: **Minutes Approved**

Executive Session - Interviews in Response to the External Audit of the Annual Financial Statements Request for Proposals

Motion No. 2: **Motion to enter into Executive Session at 4:31 PM for the purpose of interviewing candidates in response to the External Audit of the Annual Financial Statements Request for Proposals with Legislative Staff Present**
Motion Made By: Legislator Hansut
Motion Seconded By: Legislator Nolan

Voting in Favor: Legislators Gavaris, Hansut, Levine, and Nolan
Voting Against: None
Votes in Favor: 4
Votes Against: 0
Disposition: **Approved**

Exit Executive Session

Motion No. 3: **Motion to exit Executive Session at 5:34 PM**
Motion Made By: Legislator Nolan
Motion Seconded By: Legislator Hansut

Voting in Favor: Legislators Gavaris, Hansut, Levine, and Nolan
Voting Against: None
Votes in Favor: 4
Votes Against: 0
Disposition: **Approved**

Chair Gavaris noted that no action was taken during Executive Session.

Motion No. 4: **Motion to pursue a contract with PKF O'Connor Davies for professional External Financial Audit Services for the fiscal year ended December 31, 2025**
Motion Made By: Legislator Gavaris
Motion Seconded By: Legislator Hansut

Voting in Favor: Legislators Gavaris, Hansut, Levine, and Nolan
Voting Against: None
Votes in Favor: 4
Votes Against: 0
Disposition: **Minutes Approved**

Forthcoming Resolutions: None

New Business: None

Old Business: None

Adjournment

Motion Made By: Legislator Nolan
Motion Seconded By: Legislator Levine
Votes in Favor: 4
Votes Against: 0

TIME: 5:35 PM

Respectfully Submitted: Amber Feaster, Deputy Clerk of the Legislature - Finance
Adopted: September 30, 2025

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