

**Cayuga County Industrial Development Agency  
Audit Committee Meeting  
First Floor Conference Room  
2 State St.  
Auburn, NY  
March 21, 2017 at 3:30pm**

Chairman Ray Lockwood called the meeting to order at 3:34pm, noting that a quorum of the committee was present.

**ROLL CALL**

Present: Ray Lockwood, John Latanyshyn, Herb Marshall

Others Present: Tracy Verrier (CEDA); Joe Sheppard (CEDA); Paul Lattimore; Mary Beth Leeson (Cuddy and Ward)

**REVIEW OF 2016 FINANCIAL AUDIT:**

Mary Beth Leeson of Cuddy and Ward presented a draft of the 2016 Financial Audit. She reviewed letters and stated that there were no great concerns. She explained that the only are of concern is that backups of data should kept offsite and that at present this was not happening. She stated that she had brought this to Ms. Verrier's attention, who noted that an offsite backup would be created. Ms. Leeson continued by stating that the environmental studies were added into the inventory of fixed assets rather than being counted as expenses, and noted that there was not much revenue and that expenses were slightly lower than 2015. She also explained that there was a loss for the year overall, but that she was not concerned.

Ms. Leeson explained that we were waiting to receive project reports from Johnston Paper and that as soon as their report was received the audit could be finalized, stating that her hope was to have it completed next week. Mr. Marshall asked if the report was late. Ms. Verrier explained that they were due by January 31<sup>st</sup> and that this was the first year requesting the NY 45's along with the monitoring forms and that it likely slowed down the reporting slightly.

Mr. Latanyshyn asked about legal expenses. Ms. Verrier explained that the expenses were from legal fees tied to Project Marinara and the Ontario Realty suit. Mr. Latanyshyn asked why the Ontario Realty costs were still showing as expenses if the money had been collected. Ms. Leeson explained that the funds collected show up as other income and offset the expense. Mr. Latanyshyn then asked for a breakdown of the "Other Income" line on Page 7 of the Report. Ms. Leeson stated that she would provide it.

Mr. Marshall asked why the current assets were lower. Ms. Leeson explained that there was less cash on hand due to the difference between expenses and receivables, also noting that Ontario Realty had not yet been disbursed. Ms. Verrier also noted that they had made an investment into the Environmental Studies and wetland delineation in Fiscal Year 2016.

The meeting adjourned at 4:00pm.

Respectfully submitted,  
Joseph Sheppard