



**Chautauqua, Cattaraugus, Allegany & Steuben Counties
Southern Tier Extension Railroad Authority**

Center for Regional Excellence, 4039 Route 219, Suite 200, Salamanca, New York 14779

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"This institution is an equal opportunity organization"

Terry Everetts, Chairman
Richard Zink, Chief Executive Director

STERA Audit Committee

Notice of Upcoming Meeting

Date: Monday, March 9, 2015
Time: 9:00 AM
Place: Southern Tier West Planning and Development Board Small Conference Room
Center for Regional Excellence
4039 Route 219
Salamanca, New York

Please see <http://www.ccasstera.org/htm/document%20to%20be%20discussed/2015/march9.2015.html> for access to documents that will be discussed at this meeting.

Agenda

- 1. Roll Call and Introduction of Those Present**
- 2. Reading and Approval of the Minutes of the Previous Meeting (December 15, 2014)**
- 3. Review of Bank Statements and Interim Financial Statements**
- 4. Unfinished Business**
- 5. New Business**
 - A. Presentation of Audit and Management Letter** (Edward Bysiek, Bysiek CPA, PLLC)
 - B. Review of Policy**
 1. Internal Controls Policy
 - C. Review of Reports**
 1. Effectiveness of Internal Controls Report
 2. Audit Committee Charter Review Report March 2015
 3. Audit Committee Self-Evaluation Report FYE 12-31-14
 - D. Other New Business**
 1. Interim Financing for the FEMA Project
 2. Solicitation of Audit Services

- 6. Public Comment**
- 7. Next Meeting Date and Agenda for Next Meeting**
- 8. Adjournment**

Please contact STERA Corporate Secretary Tom Barnes at 716-945-5301 x 2209 or tbarnes@southerntierwest.org to indicate whether or not you will be able to attend.