



# 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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Terry Everetts, Chairman  
Richard Zink, Chief Executive Director

## STERA AUDIT COMMITTEE MEETING MINUTES

June 10, 2019

The Audit Committee of the Chautauqua, Cattaraugus, Allegany and Steuben Southern Tier Extension Railroad Authority met at 9:00 AM on June 11, 2018 in the office of the Southern Tier West Regional Planning and Development Board in the Center for Regional Excellence, 4039 Route 219, Suite 200, Salamanca, New York. The following persons were in attendance:

### Committee Members In Attendance

James Griffin, Committee Chairman  
Jay Gould  
John Malter  
Earl McElfresh

### Representing

Steuben County  
Chautauqua County  
Steuben County  
Cattaraugus County

### Committee Members Not In Attendance

Robert Keis, STERA CFO

### Representing

Southern Tier West RPDB

### Others Attending

Richard Zink

### Representing

STERA CEO

#### **1. Call to Order and Introduction of Those Present**

Chairman Griffin called the meeting to order at 9:00 AM.

#### **2. Reading and Approval of the Minutes of the Previous Meeting (October 15, 2018)**

The Committee approved the minutes of the October 15, 2018 meeting (Gould, Malter) passing unanimously).

#### **3. Review of Bank Statements and Interim Financial Statements**

CFO Keis had reviewed the financial statements and bank statements for May 31, 2019 and found no issues. The Committee reviewed and discussed the Treasurer's Report, including bank statements and interim monthly financial statements for May 31, 2019. The Committee adopted a resolution recommending that the Board approve the Treasurers' Report (Gould, Malter, passing unanimously).

#### **4. Unfinished Business**

There was no unfinished business.

**5. New Business**

There was no new business.

**6. Public Comment**

There was no public comment.

**7. Next Meeting Date and Agenda for Next Meeting**

The Audit Committee will next meet on October 21, 2019 prior to the Board meeting on that date.

**8. Adjournment**

The Audit Committee meeting adjourned at 9:15 AM.

**I certify that this is an accurate summary of the meeting of the Audit Committee of the  
Chautauqua, Cattaraugus, Allegany and Steuben Southern Tier Extension Railroad Authority  
held on the date indicated above.**

Name: Thomas M. Barnes

Office: Secretary

Date: June 10, 2019