



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"
John Margeson, Chairman

STERA Audit Committee

Notice of Upcoming Meeting

Date: Monday, June 18, 2012
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/jun18.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 (March 5, 2012)**
- 3. Unfinished Business**
 - A. Discussion re: how to best address the separation of duties and any methods to address risk in relation to the internal financial statements.
 - B. Development of report concerning "IT", backups, records, etc.
 - C. Revision of Internal Control Procedures
 - D. Other Unfinished Business
- 4. New Business**
 - A. Recommendation of RFP for Audit Services
 - B. Other New Business
- 5. Public Comment**
- 6. Next Meeting Date and Agenda for Next Meeting**
- 7. Adjournment**

Please contact STERA Corporate Secretary Tom Barnes at 716-945-5301 x 209 or tbarnes@southerntierwest.org to indicate whether or not you will be able to attend.