

Village Board Meeting
Thursday, July 23, 2009

EXECUTIVE SESSION:..... 3

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A special meeting of the Board of Trustees of the Village of Avon was held at the Avon Village Hall, 74 Genesee Street, Avon, New York on Thursday, July 23, 2009.

Present: Thomas Freeman, Mayor
William Zhe, Trustee
Mark McKeown, Trustee
Robert Hayes, Trustee
Timmy Batzel, Trustee

Phil Swanson, Ex-Trustee

Staff: Christine Quinlan

Visitors: Tom Lauffer, Raymond F. Wager, CPA, P.C.
Nicole Hunt, Raymond F. Wager, CPA, P.C.

Mayor Freeman opened the meeting at 5:00 p.m. with the Pledge of Allegiance.

Mayor Freeman introduced to the Board Tom Lauffer from Raymond F. Wager's who has completed an internal audit for the Village Office along with Nicole Hunt.

Mr. Lauffer walked through the draft of the financial statements with the Board.

After discussion, the Board and Mr. Lauffer discussed the internal control. Mr. Lauffer discussed certain deficiencies in internal control.

Mayor Freeman - We do need help in some areas perhaps with training and segregating the work and maybe a part-time help is needed because the staff has decreased in size over the years. How many hours would you estimate it would take to do the review of items and reconcile the bank statements?

Tom Lauffer – Maybe 8-12 hours a month.

Mayor – We would like to invite you back and help with time management and lay out a plan for us. Perhaps in a month if you're willing, we'll invite you back to discuss in detail a plan.

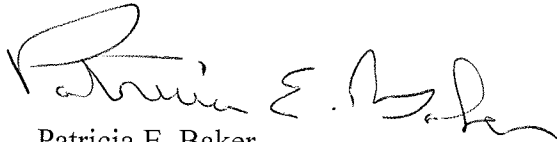
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Upon a motion made by Trustee McKeown the Board entered into executive session at 6:20 p.m. to discuss personnel and contractual matters. Trustee Zhe seconded the motion and the Board exited executive session at 6:35 p.m. The motion was carried by a unanimous vote.

Upon a motion the meeting was adjourned at 6:40 p.m.

Respectfully submitted by

A handwritten signature in black ink, appearing to read "Patricia E. Baker". The signature is fluid and cursive, with the first name being the most prominent.

Patricia E. Baker
Village Clerk