



AUDIT COMMITTEE

MINUTES

Monday, November 23, 2015
5:30 p.m.

Education Centre
Grimsby-Lincoln Room

Present:

Audit Committee Members: Sue Barnett (for Jonathan Fast), Linda Crouch, Lons Kushner, Chris Mason, Kevin Maves

DSBN Administration: Stacy Veld, Superintendent of Business Services
Nicky Westlake, Manager of Financial Services

Regional Internal Audit Team: Jenny Baker, John Forte

External Auditor: Janet Allan, KPMG

Observer: DSBN Trustee Helga Campbell

Recording Secretary: Brenda Buckingham

CALL TO ORDER AND WELCOME

The meeting was called to order at 5:30 p.m. In the absence of Jonathan Fast, Chris Mason chaired the meeting.

APPROVAL OF THE AGENDA

Moved by: Lons Kushner
Seconded by: Sue Barnett

“That the agenda be approved as presented.”

CARRIED UNANIMOUSLY

DECLARATIONS OF CONFLICT OF INTEREST

There were no conflicts of interest declared with respect to matters noted on the agenda.

APPROVAL OF THE MINUTES OF SEPTEMBER 14, 2015

The minutes of the September 14, 2015, meeting were reviewed. There were no amendments reported and it was,

Moved by: Linda Crouch
Seconded by: Lons Kushner

“That the minutes of the September 14, 2015, Audit Committee meeting be approved as presented.”

CARRIED UNANIMOUSLY

BUSINESS ARISING FROM THE MINUTES

There was no business arising from the minutes.

ANNUAL REPORT TO THE MINISTRY OF EDUCATION

Ontario Regulation 361/10 requires the Audit Committee to provide an annual report to the Ministry of Education confirming the internal audits performed during each fiscal year.

Superintendent Stacy Veld reviewed the report which notes that, during the 2014-15 fiscal year, internal audits were performed in the areas of School Generated Funds and Procure to Pay. Further, since an internal audit on enrolment was conducted in 2011-12, there are no further enrolment audits scheduled.

Moved by: Sue Barnett
Seconded by: Lons Kushner

“That the 2014-15 Annual Report of the Audit Committee be approved for submission to the Ministry of Education.”

CARRIED UNANIMOUSLY

NEXT MEETING

The next Audit Committee meeting will take place on Monday, June 13, 2016 at 5:30 p.m.

ADJOURNMENT

The meeting adjourned at 5:40 p.m.

**Chris Mason
Acting Chair**