

MINUTES

MONROE COUNTY AIRPORT AUTHORITY

Audit Committee Meeting

July 20, 2011 11:00 a.m.

Present:

Bernard J. Iacovangelo, Esq. Chairperson

Don Johnson

Stephen Tucciarello – excused

Nick Juskiw – excused

Others Present:

Susan L. Walsh, Esq. Administrative Director

Scott Adair Treasurer

Angela Veltre Assistant Treasurer

Neha S. Stowe

Meeting was called to order by the Chairman @11:00 a.m.

Approval of the Minutes from March 28, 2011

As a quorum was not present, the minutes will be approved at the next Audit Committee Meeting on September 21, 2011.

Approval of the Minutes from May 3, 2011

As a quorum was not present, the minutes will be approved at the next Audit Committee Meeting on September 21, 2011.

Internal Audit Update

Treasurer Scott Adair provided an update to the contract which has been executed with Stonebridge to provide internal audit services to the Authority. It was noted that currently an internal risk assessment is being worked on that will need to be presented to this Committee at the next meeting prior to the execution of any audit actions. Member Johnson asked to be recused from all matters regarding Stonebridge as they are a service provider to him.

The bid for this contract was awarded on May 3, 2011 with Stonebridge being selected as most qualified.

Chairman Iacovangelo requested a memo with the status on all the prior auditor's items for review. Treasurer Adair stated he would provide such for the committee to review.

Financial Report as of June 30, 2011

Assistant Treasurer Veltre spoke on the financial report. The June 30, 2011 balance sheet was reviewed noting that as of July 1, 2011 a \$1.5 million dollar transfer was wired to the trustee for debt and that 6 million is required to be held. A liability exists for the amount due to the County for June O&M and debt service in the amount of \$3.6 million. It was noted due to County debt service that this sum was greater than the usual monthly reimbursement being paid. Cash and bank accounts were reviewed and Chairman Iacovangelo asked whether individual accounts were held or a trust.

Under revenue/expenses it was noted that in comparison to 2010, there was a 5% increase in revenue due largely to Continental Airlines being a non-signatory.

Chairman Iacovangelo inquired as to whether there was a plan in place to use the space left by Continental which was answered by Assistant Treasurer Veltre that 2012 rates are being determined with the anticipated changes.

Chairman Iacovangelo further asked if there was a way to compare the budget with actual costs as a manner in monitoring how we are doing and where we are in comparison to what we budgeted. Assistant Treasurer Veltre stated this could be done. Chairman Iacovangelo further asked if anything has been done to reduce the interest on debt. Treasurer Adair stated there are currently no opportunities to refinance due in part to the risk associated with the industry but that they do continue to monitor such.

Director's Litigation Update

Administrative Director, Susan L. Walsh noted one new claim for a slip and fall which has been referred to counsel to handle. Chairman Iacovangelo inquired as to what the insurance limit was on claims such as this. Assistant Treasurer Veltre stated there was a self-insurance by the County of \$2 million with a stop loss policy for everything over.

Ethics Hotline Update

Neha Stowe reported there were no calls to the hotline for April, May or June 2011.

Other Business

No other business presented.

Meeting was adjourned.

The next Audit Committee Meeting will be September 21, 2011

Respectfully Submitted,



Scott Adair
Treasurer
Dated: