

**West Seneca Internal Audit Committee
August 13th, 2024, Meeting Agenda
@ 5:00PM CCL Small Conference Room
1300 Union Rd West Seneca NY 14224**

Pledge of Allegiance

Roll Call:

Chairwoman –

Secretary – Scott Robertson

Members – Mary McGuire, Mary Sherman

Guests –

Minutes:

Motion to approve June 4, 2024, Meeting Minutes

Announcements: Sue Kims has an excused extended absence.

Old Business:

Review and discuss the current information relative to the use of town credit cards.

Discuss the ability to hold quarterly or bi-monthly versus monthly meetings.

New Business:

Review credit card statements requested for: Finance, Highway, Buildings & Grounds, Electrical and Sanitation. Sewer Dept. Overtime will be discussed/looked at during a future meeting.

Administrative:

Finance Department Documents:

The IAC will continue to request more in-depth information relative to items that are discussed.

Meeting Agenda/Reports/Minutes Procedure:

The IAC will be determining items and issues to be discussed and brought up for future IAC meetings.

Public Comment

Adjournment