



ST. CLAIR CATHOLIC
DISTRICT SCHOOL BOARD

Lighting the Way ~ Rejoicing in Our Journey

MINUTES
AUDIT COMMITTEE MEETING

Public Session

Tuesday November 13 2018

St. Clair Room, CEC

420 Creek St. Wallaceburg

Regular Committee Meeting – 3:00 p.m.

Audit Committee Members:	Carol Bryden Linda Ward	
Community Members	Gord Quinton Marlene Kerwin	
Administration and Others	Deb Crawford Amy Janssens Catherine Day Joanne Cincurak	Ferruccio Da Sacco Matt Roop

Regrets: Linda Ward

A. CALL TO ORDER – Carol Bryden

Motion O-038-2018: (Gord Quinton and Marlene Kerwin) That the Audit Committee of the Board move into the Regular Committee Meeting of Tuesday November 13, 2018. Carried.

1. Opening Prayer
2. Recording of Attendance – Regrets: Linda Ward
3. Confirmation of Agenda

Motion O-039-2018: (Marlene Kerwin and Gord Quinton) That the Agenda for the Regular Committee Meeting of Tuesday November 13, 2018 be approved as presented. Carried.

4. Declaration of Conflict of Interest - Nil

Encl. 5. Confirmation of Minutes

Motion O-040-2018: (Gord Quinton and Marlene Kerwin) That the Minutes for the Regular Committee Meeting of Thursday, September 27, 2018 be approved as presented. Carried.

6. Attendance Provision – Amy Janssens

Amy Janssens reviewed Regulation 361/10 with regard to the 3 consecutive absences of a member.

Motion O-041-2018: (Gord Quinton and Marlene Kerwin) That the Audit Committee of the St. Clair Catholic District School Board authorizes Linda Ward's three consecutive absences: November 7, 2017, January 31, 2018 and April 18, 2018. Carried.

Motion O-042-2018: (Marlene Kerwin and Gord Quinton) That until further notice the Audit Committee of the St. Clair Catholic District School Board exempt Linda Ward from the attendance provisions of Ontario Regulation 361/10. Carried.

B. CLOSED SESSION

7. Resolve to Move into Closed Session

Motion O-043-2018: (Gord Quinton and Marlene Kerwin) That the Audit Committee of the Board move into the Closed Committee Meeting of Tuesday, November 13, 2018. Carried.

The committee resolved to move into closed session at 3:10 p.m.

14. Return to Regular Session

Motion O-046-2018: (Marlene Kerwin and Gord Quinton) That the Audit Committee of the Board return to the Regular Committee Meeting of Tuesday November 13, 2018. Carried.

The committee returned to regular session at 3:13 p.m.

C. EDUCATION SESSION

D. REGULAR SESSION

15. New Business (Regular Session)

Internal Audit – Nil

External Audit

Encl. a. 2017-18 Independent Auditor's Report – Ferruccio Da Sacco

Ferruccio presented the 2017-18 Independent Auditor's Report. He reviewed the audit findings, internal control matters and other required communications. He also reviewed the Independent Auditor's Report letter with the committee.

b. 2017-18 Audited Financial Statements – Catherine Day

Catherine Day presented the 2017-18 Audited Financial Statements for the year ended August 31, 2018. She outlined the key items in the consolidated statement of financial position, consolidated statement of operations, and consolidated statement of cash flows.

Catherine and Amy answered questions from committee members.

Motion O-047-2018: (Gord Quinton and Marlene Kerwin) That the Audit Committee of the Board recommends to the Board of Trustees for the St. Clair Catholic District School Board the approval of the Audited Financial Statements for the year ended August 31, 2018. Carried.

Other – Nil

16. Other (Regular Session) - Nil
17. Information Items (Regular Session)
 - a. Whistleblower Policy and Procedures – Amy Janssens

Amy has nothing to report at this time.

E. FUTURE MEETING DATES

18. Future Committee Meeting Dates:
 - Tuesday January 29, 2019, CEC Wallaceburg
 - Tuesday April 23, 2019, CEC Wallaceburg
 - Tuesday June 18, 2019, CEC Wallaceburg

F. ADJOURNMENT

19. Adjournment

Motion O-048-2018: (Gord Quinton and Marlene Kerwin) That the Audit Committee of the Board meeting of Tuesday November 13, 2018 adjourn at 4:05 p.m.

20. Closing Prayer