



LIVINGSTON COUNTY
CAPITAL RESOURCE CORPORATION

LIVINGSTON COUNTY GOVERNMENT CENTER
6 COURT STREET, ROOM 306
GENESEO, NEW YORK 14454-1043

PHILIP BROOKS
CHAIRMAN

PATRICK ROUNTREE
DIRECTOR

JULIE MARSHALL
DEPUTY DIRECTOR

PHONE: 585-243-7124
FAX: 585-243-7126

Approved by _____

A handwritten signature in black ink, appearing to be "P. Brooks", written over a horizontal line.

MINUTES
LIVINGSTON COUNTY CAPITAL RESOURCE CORPORATION
AUDIT & FINANCE COMMITTEE MEETING

Friday, December 7th, 2012

Livingston County Government Center, Room 205, Geneseo, NY

Members Attending: P. Yendell, R. Smith, T. Donegan, T. Schoder, S. Doerflinger, P. Brooks

Staff Attending: P. Rountree, J. Marshall, M. LaPoma

Vice Chairman Yendell called the meeting to order at 8:39 a.m. and welcomed everyone.

REVIEW AUDIT PROPOSALS

Ms. Marshall stated the purpose of the meeting is to review the audit proposals to perform audit services for years 2012, 2013 & 2014. The request was sent to five firms with four responding. The RFP asked for pricing for a three (3) year period with the option to renew for two (2) additional one (1) year periods. The cost to perform the CRC audit last year was \$1500. Ms. Marshall checked references on EFP Rotenberg and Raymond Wager and they were both positive. The Bonadio Group and Freed Maxick have previously provided audit services to the IDA, CRC or LCDC. EFP Rotenberg also performs the audit for Empire State Development Corporation and is a member of the NYS Economic Development Council.

Mr. Brooks entered at 8:45 a.m.

EFP Rotenberg is the lowest estimate received. They also audit the nursing home for the County. Mr. Schoder asked about the frequency of calls we make to Bonadio for assistance throughout the year. They are infrequent. Freed Maxick separated out the work for the Comptrollers Report. Mr. Donegan suggested going with the lowest bidder.

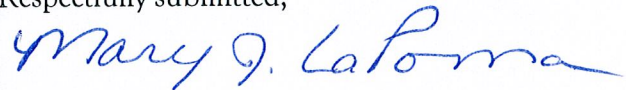
Mr. Rountree entered at 8:51 a.m.

Mr. Smith moved, seconded by Mr. Donegan, authorization to recommend to the full board awarding 2012, 2013 and 2014 audit services to EFP Rotenberg. Carried.

ADJOURNMENT

Ms. Doerflinger moved, seconded by Mr. Smith, that the meeting adjourn. Carried at 8:53 a.m.

Respectfully submitted,



Mary J. LaPoma
Administrative Secretary