

UPPER MAKEFIELD TOWNSHIP

Board of Elected Auditors Meeting

January 4, 2023
3:00 p.m.

In attendance were Elected Auditor Timothy Duffy, Elected Auditor Alison Strobel and Appointed Auditors Anastasia Devlin and Kevin Jensen of Bee, Bergvall & Co. Also in attendance was Assistant Township Manager Judy Caporiccio.

I. Call to Order

The meeting was called to order by Ms. Strobel at 3:04 p.m.

II. Reorganization of Board

Election of Chair

Ms. Strobel requested nominations for Chair. A motion was made by Ms. Strobel and seconded by Mr. Duffy to nominate Ms. Strobel as Chair. Motion carried by a 2-0 vote.

Ms. Strobel presided over the meeting from this point.

Election of Vice-Chair

A motion was made by Ms. Strobel and seconded by Mr. Duffy to nominate Mr. Duffy as Vice Chair. Motion carried by a 2-0 vote.

Election of Secretary

A motion was made by Ms. Strobel and was seconded by Mr. Duffy to nominate Ms. Strobel as Secretary. Motion carried by a 2-0 vote.

III. Approval of Minutes – January 4, 2022

A motion was made by Ms. Strobel and was seconded by Mr. Duffy to approve the January 4, 2022 meeting minutes. Motion carried by a 2-0 vote.

IV. Other Business

Ms. Caporiccio shared 2022 year-end financial information and 2023 Budget highlights.

Ms. Devlin asked Ms. Strobel and Mr. Duffy if they had any concerns regarding fraud or internal controls. They both indicated that they have no concerns.

V. Adjournment

A motion was made by Ms. Strobel and was seconded by Mr. Duffy to adjourn the meeting at 3:11 p.m. Motion carried by unanimous vote.

Approved: January 3, 2024