



1325 California Avenue
Windsor, ON N9B 3Y6
BOARD CHAIRPERSON: Fulvio Valentinis
DIRECTOR OF EDUCATION: Emelda Byrne

**AUDIT COMMITTEE
MINUTES - PUBLIC SESSION**
Thursday, November 10, 2022 at 6:20 p.m.
Windsor Essex Catholic Education Centre
Video Conference Room

PRESENT:

Audit Committee Members:

Peter Wasylyk (Community member - Chair)
Mary DiMenna (Board member)

Tony Polifroni (Board member)
Fulvio Valentinis (Board member)

Administrative Resource Personnel:

Penny King, Executive Superintendent of Business
Susan Swiatoschik, Senior Manager of Finance
Dave Lennie, Manager of Finance (A)

Regrets: Vanessa DaDalt (Community member)

Recorder: E. Grubestic

1. Call to Order - Chair Wasylyk called the meeting to order at 7:07 p.m.
2. Opening Prayer - Chair Wasylyk lead the group with opening prayer.
3. Recording of Attendance - All Committee members were present with the exception of V. DaDalt.
4. Approval of Agenda

Moved by: T. Polifroni

Seconded by: M. DiMenna

THAT the November 10, 2022 Audit Committee Public Session meeting agenda be approved as presented. Carried.

5. Disclosure of Interest Pursuant to the *Municipal Conflict of Interest Act* - None.
6. Action Items:

a) Minutes of the Audit Committee Public Session Meeting of September 21, 2022

Moved by: M. DiMenna

Seconded by: F. Valentinis

THAT the Minutes of the September 21, 2022 Audit Committee Public Session Meeting be approved as distributed. Carried.

b) Items from the In-Camera Meeting of November 10, 2022

Moved by: T. Polifroni

Seconded by: F. Valentinis

THAT the Minutes of the September 21, 2022 Audit Committee Closed Session Meeting be approved as distributed. Carried.

Moved by: M. DiMenna

Seconded by: T. Polifroni

THAT the Minutes of the October 19, 2022 Audit Committee In-Camera Meeting be approved as distributed. Carried.

Moved by: T. Polifroni

Seconded by: M. DiMenna

THAT the Audit Committee approve the recommendation regarding a matter exempt from access under Security of the Board, item 8b(i). Carried.

Moved by: M. DiMenna

Seconded by: F. Valentinis

THAT the Audit Committee approve the recommendation regarding a matter exempt from access under Security of the Board, item 9a. Carried.

c) Annual Evaluation of External Audit - Assign Process

As part of its duties, each committee member must complete an evaluation of the external audit functions. V. DaDalt was elected to coordinate responses and return a consolidated evaluation form to D. Lennie. The Annual Evaluation of External Audit will be placed on the next agenda for the committee's final consideration and disposition.

7. Other Open Session Business - None

8. Questions - None

9. Next Meeting Dates:

- Wednesday, April 12, 2023 at 6:00 p.m. (Tentative, only if required)
- Wednesday, June 14, 2023 at 6:00 p.m.

10. Closing Prayer - Chair Wasyluk lead the group with closing prayer.

Trustee Polifroni thanked all the committee members for their hard work and expressed his best wishes to his successor.

Trustee Valentinis thanked Trustee Polifroni for being a dedicated committee member for the last 4 years and wished him well on his future endeavours.

11. Adjournment - The meeting adjourned at 7:13 p.m. at the call of the Chair.



Vanessa DaDalt

Audit Committee Chairperson (Acting)