



**WINDSOR-ESSEX CATHOLIC
DISTRICT SCHOOL BOARD**

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

**AUDIT COMMITTEE
MINUTES - PUBLIC SESSION
Wednesday, September 20, 2023 at 6:20 p.m.
Windsor Essex Catholic Education Centre
Video Conference Room**

PRESENT:

Audit Committee Members:

Peter Wasylyk (Community member - Chair)	Joe Iacono (Board member)
Vanessa DaDalt (Community member)	Fulvio Valentinis (Board member)
Mary DiMenna (Board member)	

Administrative Resource Personnel:

Penny King, Executive Superintendent of Business
Susan Swiatoschik, Senior Manager of Finance
Shannon Ficon, Manager of Finance

Recorder: E. Grubestic

Election of the 2023-24 Chair - Conducted in Open Session prior to the In-Camera Meeting of September 20, 2023.

Presiding Officer King stated that all committee members are eligible for the position of Chair for the 2023-24 Fiscal Year.

Following three calls for nominations, it was:

Moved by: M. DiMenna Seconded by: V. DaDalt

THAT nominations for the position of Chair for the 2023-24 fiscal year term be closed. Carried.

Moved by: V. DaDalt Seconded by: M. DiMenna

THAT Peter Wasylyk be acclaimed as the Audit Committee Chair for the 2023-24 fiscal year term. Carried.

1. Call to Order - Chair Wasylyk called the meeting to order at 6:52 p.m.
2. Opening Prayer - Chair Wasylyk lead the group with opening prayer.
3. Recording of Attendance - All Committee members were present.
4. Approval of Agenda

Moved by: M. DiMenna Seconded by: V. DaDalt

THAT the September 20, 2023 Audit Committee Public Session meeting agenda be approved as distributed. 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 June 14, 2023

Moved by: J. Iacono

Seconded by: F. Valentinis

THAT the Minutes of the June 14, 2023 Audit Committee Public Session Meeting be approved as distributed. Carried.

b) Items from the In-Camera Meeting of September 20, 2023

Moved by: V. DaDalt

Seconded by: J. Iacono

THAT the Minutes of the June 14, 2023 Audit Committee In-Camera Session Meeting be approved as distributed. Carried.

Moved by: M. DiMenna

Seconded by: J. Iacono

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

Moved by: J. Iacono

Seconded by: M. DiMenna

THAT the Audit Committee approve the recommendation to the Board of Trustees regarding a matter exempt from access under Security of the Board, item 9b(i). Carried.

Moved by: V. DaDalt

Seconded by: J. Iacono

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

c) Audit Committee's 2022-23 Annual Report to the Ministry of Education

Moved by: V. DaDalt

Seconded by: M. DiMenna

THAT the Audit Committee's Annual Report to the Board of Trustees and Ministry of Education for the 2022-23 Fiscal Year be approved. Carried.

d) 2022-23 Self-Assessment of the Audit Committee Performance

V. DaDalt agreed to coordinate the self-assessment process among the committee members, and return a consolidated assessment form to S. Ficon for review and discussion at the November 13, 2023 meeting.

7. Other Open Session Business - None.

8. Questions - None.

9. Next Meeting Dates:

- Monday, November 13, 2023 at 6:00 p.m.
- Wednesday, April 10, 2024 at 6:00 p.m. (*Tentative, only if required*)
- Wednesday, June 12, 2024 at 6:00 p.m.

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

11. Adjournment - The meeting adjourned at 6:58 p.m. at the call of the Chair.



Peter Wasylyk
Audit Committee Chairperson