



**Bethlehem Central School District  
Audit Committee Meeting  
Minutes  
January 30, 2013**

Members Present: Matt Downey, Caitrin Navarro and Charmaine Wijeyeshinghe.  
Others Present: Diane G. Stever, Dr. Thomas Douglas, Judith E. Kehoe

The meeting was called to order at 5:35 pm.

**Approval of Minutes**

A motion was made by Charmaine Wijeyeshinghe, seconded by Caitrin Navarro, and unanimously approved, to approve the minutes from the September 25, 2012 Audit Committee Meeting.

**Discussion of Candidates for Claims Auditor Position**

Upon review of the three applications submitted, and upon review of the qualifications and experience of each of the candidates, it was unanimously agreed to recommend Dana Burns be selected for an interview by Matt Downey and Judi Kehoe. Assuming the interview affirms that the candidate's qualifications are appropriate, the committee recommends the appointment of Dana Burns at the February 6, 2013 board meeting.

**Next Meeting**

To be determined at a later date.

The meeting was adjourned at 5:51 pm.