

Approved 6/20/17

**Town of Ira, Vermont**  
**Minutes of the Meeting of the Town Auditors**

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Date & Time of Meeting: April 18, 2017 at 5:30 p.m.

Place of Meeting: Ira Town Office

Persons Present: Tina Graves, Jerri Hoffman

Meeting was called to order by Jerri Hoffman at 5:38 p.m.

The minutes of the January 10, 2017 were reviewed and approved.

Disbursements for January, February, and March through the 3/03/17 warrants were reviewed by examining:

- The vendor's invoice
- Select Board's authorization to pay the invoice
- The copy of the check that is a part of the bank statement.

Two invoices require follow-up:

- 1) 2/8/17 invoice submitted by Jordan Martelle for January, February, and March Property Management shows charges for **Lawn** for both the Town Office and Town Hall. Clarification of the service provided is necessary.
- 2) An invoice from Pete Turunen of Poultney in the amount of \$1875.00 for Loader Rental has no invoice date. Invoice shows 25 hours rental with no rental dates.

The next meeting is scheduled for June 20<sup>th</sup> at 5:30 p.m. at the Town Office and review will begin with 3/27/17 warrants.

The meeting was adjourned at 6:23 p.m.

Respectfully submitted,

Jerri Hoffman

Auditor

4/21/2017