

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

Date & Time of Meeting: November 22, 2016 at 5:30 p.m.

Place of Meeting: Ira Town Office

Persons Present: Tina Graves, Jerri Hoffman, William Whiteman

Meeting was called to order by Jerri Hoffman at 5:50 p.m.

The minutes for the meeting on July 5th were approved.

We reviewed the disbursements for May 20th through October 20th 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.

No irregularities were found.

The November bank statement has not yet been received and we will start with warrants beginning 10/21/2016 at the next meeting which will be scheduled early January.

There was discussion on the tasks for the Town Report. Jerri shared discussion she and Karen had outlining auditors responsibilities, deadlines for gathering information, printing, and mailing.

Discussed whether to use E&G Graphics as the printer again this year. Bill suggested that E&G Graphics be contacted as to schedule and pricing. Jerri will follow-up with them.

There was discussion as to the cover and dedication. The consensus was that the new town truck and crew be the focus this year.

Meeting was adjourned at 7:05 p.m.

Respectfully submitted,

Jerri Hoffman
Auditor
11/28/2016