



**Audit Committee Meeting Minutes
Auburn Industrial Development Authority
Wednesday, March 18, 2026
Memorial City Hall, Auburn, NY**

Members Present: Jimmy Giannettino
Dan Lovell

Others: Tracy Verrier, contracted Director
Matthew Del Favero (Board Member of Industry)
Peggy Rowe (Dannible & McKee)
Taylor Green (Dannible & McKee)

FINANCE COMMITTEE MEETING

The meeting was called to order at 4:00pm, noting the presence of a quorum.

FY 2025 Independent Audit of Financials

Ms. Rowe explained that Dannible & McKee merged with Buffington & Hoatland a few years ago, and she's been working on AIDA's audit since. Ms. Green has been working with AIDA for a number of years even prior to the merger.

Ms. Green reviewed the audit document by section as follows:

- Audit Opinion – this is standard wording and indicates that the auditors issued an unmodified (clean) opinion.
- Responsibility of Management – Dannible & McKee does the audit and helps to create the financial statements, but management is ultimately responsible for the accuracy of them.
- Responsibility of Auditor – the auditor assesses risk of misstatements and issues an opinion on their accuracy.
- Required Supplementary Information – the Management Discussion and Analysis (MDA) section is required for government entities and prepared by management, in this case Ms. Verrier. However, it is not a part of the basic financial statements. The auditor looks at and inquired about this section, but it is not audited and not part of the opinion.
- Other Reporting – For government agencies, the auditor is required to issue an opinion about internal controls and to test of compliance with various obligations.
- MDA –The audit team sent the basic balance statement to Ms. Verrier, but then she drafted the content of this section. It is intended to provide a summarized balance sheet and income statement, as well as explain some fluctuations experienced year over year and information about operating context.
- Statements of Net Position – In the for profit this is called a balance sheet, but for government it is the statement of net position. Figures for 2025 are similar to those for 2024. The biggest fluctuations any given year are cash and PILOT related lines



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Where possibility takes root.

just due to the timing of PILOT collections and disbursements. This year, PILOT receivables were down, but cash and PILOT payables were up because there were more PILOTs that had been received and not disbursed yet at year end. The auditors found that all PILOTs were disbursed within 30 days of receipt as required by law. Included in PILOT payable is the county penalties from 2024, but AIDA is still waiting to hear on forgiveness of those.

- Income Statement (Statements of Revenue and Expenses)– There was no forgiveness of penalties in 2025, but 2024 shows the forgiveness from the city and school district related to delayed PILOT disbursements the prior year. Project revenue was up due to more projects, but that money is still receivable. In 2025, there was a loss of \$44,000 compared to \$15,000 in 2024. This is in part due to the administrative services.
- Statement of Changes in Net Position – shows the change in net position since 2023.
- Statement of Cashflows – Shows the cash transactions of the organization during the year. There was a net increase of cash of \$310,000. The statement then reconciles net position to cash by backing out non-cash balance sheet items.
- Notes to the Financial Statements- These don't change much year to year. Note 1 is basic information about the organization, including PILOT programs, capital assets, and depreciation. It includes a note about the Bluefield Manor, which is conduit debt. It does not show up on AIDA's balance sheet because it is the responsibility of Bluefield Manor, but AIDA's involvement allows for the tax exemption on the interest. Note 2 summarizes capital assets. Note 3 is about the note payable to the City that was paid off in 2024, which is still in this audit because it includes comparison to 2024.
- Reports on Internal Control and Compliance– The auditor did not issue an opinion about internal controls, but did look at the effectiveness of internal controls. They did not identify any deficiencies. The auditors also looked at compliance with NYS Public Authorities Law and did not identify any issues in that regard either.
- Schedule of findings and deficiencies – there was nothing to report this year.

Ms. Verrier asked the audit team to explain what they look at in terms of internal controls for public authorities. Ms. Green stated that they mostly look at PILOT payments and disbursements, as well as confirm that the authority has an investment policy in place. The audit team also reviews board minutes and ensures that all policies are posted to the authority's website.

Ms. Green then reviewed the Report to the Finance Committee. A lot of this report is required standard wording that is used year over year. The report provides an overview of the process of the audit and compliance with ethic standards. It also talks about any significant changes to accounting policies and estimates. It also comments on corrected and uncorrected entries. There was one corrected entry to net assets of just \$1000, which was only posted because net assets rolls forward from year to year.

The auditors did not have any difficulties or disagreements with management in conducting the audit. They did not identify any material errors or fraud, the internal control structure had no material weaknesses, and there was no significant noncompliance identified.



Once the audit document is approved, Ms. Verrier and Ms. Webber-McLeod will sign a statement indicating that it is complete.

Mr. Giannettino made a motion to recommend that the board accept the 2025 audit as presented, second by Mr. Lovell. Motion passed unanimously.

OTHER BUSINESS

None

ADJOURNMENT

Motion to adjourn by Mr. Lovell, second by Mr. Giannettino. Motion passed unanimously.
Meeting adjourned at 4:28pm.

