

Colerain Township FAC Meeting Agenda – 8/20/2012

6:00	Meeting called to order	Doug Michel
6:00-6:15	Approve minutes, discuss current events	FAC
6:15-7:00	Review benchmark study of Colerain Township Community Center	Marie Sprenger, Director, Colerain Township Community Center
7:00-8:30	Presentation of recently completed audits for the Years ended December 31, 2010 and 2011	Administrator Rowan
8:30 – 9:00	FAQ discussion of recently completed audits and comment letters	Doug Michel Denny Mason Doug Moore Scott Taylor
9:00	Adjourn Meeting	Doug Michel

Duties of the FAC: The FAC shall:

- (i) Review and monitor the financial operations of the Township. (On-going)
- (ii) Review the annual estimated budget, including estimated revenues and expenditures, prior to its submission to the Board of Trustees and Hamilton County Budget Commission. (2013 Budget Reviewed on 6/13,)
- (iii) Meet with Department heads, the Administrator, and Fiscal Officer during the formation of the Temporary Appropriations. (TBD)
- (iv) Make recommendations, as appropriate, to improve security, functionality, and efficiency of the Township's financial operations. (On-going)
- (v) Act in the capacity of an Audit Committee, whose responsibilities include: follow up on the findings and recommendations made after the bi-annual Township audit performed in conjunction with the Auditor of State. (TBD)

Recommendations of the FAC: Any recommendation made to the Board of Trustees by the FAC must first receive three affirmative votes, and shall be filed in writing.

FAC 2012 Scheduled Meetings: ~~1/18, 2/22, 4/2, 5/16, 6/13, 7/16~~, 8/20, TBD