



MINUTES OF THE AUDIT COMMITTEE MEETING PUBLIC SESSION

WEDNESDAY, NOVEMBER 24, 2021

Minutes of the Audit Committee Meeting (public session) of the Niagara Catholic District School Board, held on Wednesday, November 24, 2021 electronically via Zoom Meeting.

The meeting was called to order at 10:04 a.m. by Chair, Mario Falvo.

A. ROUTINE MATTERS

1. Opening Prayer

Opening Prayer was led by Director of Education, Camillo Cipriano.

2. Roll Call

Committee Member	Present	Present Electronically	Absent	Excused
Kathy Burtnik	✓			
Rhianon Burkholder	✓			
Leanne Prince	✓			
Mario Falvo	✓			
Louie Finelli	✓			

Resources to the Audit Committee were in attendance:

Camillo Cipriano, Director of Education
Giancarlo Vetrone, Superintendent of Business and Financial Services
Rosa Rocca, Controller Business and Finance
Grant Frost, Chief Information Officer
William Mancini, IT Engineer
Andrea Eltherington, Regional Internal Audit Manager
John Forte, Regional Internal Audit Team
Melanie Dugard, Grant Thornton LLP
Chris Guglielmi, Grant Thornton LLP

Staff in attendance:

Shari Bush, Recording Secretary/Administrative Assistant, Business and Financial Services

3. Approval of the Public Agenda of November 24, 2021

Moved by Kathy Burtnik.

Seconded by Leanne Prince

THAT the Niagara Catholic Audit Committee approve the Agenda of the Audit Committee Meeting (Public Session) of Wednesday, November 24, 2021.

CARRIED

4. Declaration of Conflict of Interest

No Declarations of Conflicts of Interest were declared with any items on the agenda.

5. Approval of Minutes of the Audit Committee Meeting (Public Session)

5.1 September 24, 2021

Moved by Leanne Prince.

Seconded by Kathy Burtnik.

THAT the Niagara Catholic Audit Committee approve the Minutes of the Audit Committee Meeting (Public Session) of September 24, 2021.

CARRIED

B. REPORTS

1. Regional Internal Audit Status Report

1.1 Revisions to the Regional Internal Audit Mandate

Andrea Eltherington presented the Revisions to the Regional Internal Audit Mandate to the committee members.

1.2 Regional Internal Audit Charter 2021

Andrea Eltherington presented the Regional Internal Audit Charter 2021 to the committee members for approval and for authorized signatures.

Moved by Rhianon Burkholder.

Seconded by Leanne Prince.

THAT the Niagara Catholic Audit Committee approve the Regional Internal Audit Charter as presented.

CARRIED

C. BUSINESS IN CAMERA

Moved by Leanne Prince

Seconded by Louie Finelli

THAT the Niagara Catholic Audit Committee move into the In Camera Session
CARRIED

The Niagara Catholic Audit Committee moved into the In Camera Session of the Committee Meeting at 10:15 a.m. and reconvened at 11:30 a.m.

D. OTHER BUSINESS

Giancarlo Vetrone and Rosa Rocca presented the Draft Consolidated Financial Statements for approval to the committee.

Moved by Louie Falvo.

Seconded by Kathy Burtnik.

THAT the Niagara Catholic Audit Committee approve the Draft Consolidated Financial Statements as presented.

CARRIED

E. FUTURE MEETINGS

Next Audit Committee Meeting is Friday, June 17, 2022 at 10:00 a.m.

Moved by Kathy Burtnik

THAT the Niagara Catholic Audit Committee Recognize John Forte, Regional Internal Audit Manager for his the support and service to the Niagara Catholic Audit Committee and the Niagara Catholic District School Board.

CARRIED

F. ADJOURNMENT

Moved by Rhianon Burkholder

Seconded by Kathy Burtnik

THAT the November 24, 2021 meeting of the Niagara Catholic Audit Committee be adjourned.

CARRIED

Meeting was adjourned at 11:52 a.m.