



Chautauqua, Cattaraugus, Allegany and Steuben Counties

Southern Tier Extension Railroad Authority

Center for Regional Excellence, 4039 Route 219, Suite 200, Salamanca, New York 14779

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“This institution is an equal opportunity organization”

Steven Havey, Chairman

Richard Zink, Chief Executive Officer

STERA Audit Committee

Notice of Upcoming Meeting

Date: Monday, March 31, 2025
Time: 9:00 AM
Place: Large Conference Room of the Southern Tier West Planning and Development Board,
Center for Regional Excellence, 4039 Route 219,
Salamanca, New York

Please see <http://www.ccasstera.org> for access to documents that will be discussed at this meeting.

Agenda

1. Roll Call and Introduction of Those Present
2. Reading and Approval of the Minutes of the Previous Meeting (June 10, 2024)
3. Review of Bank Statements and Interim Financial Statements
4. Unfinished Business
5. New Business
 - A. Presentation of Audit and Management Letter (Edward Bysiek, Bysiek CPA, PLLC)
 - B. Review of Policy
 1. Internal Controls Policy
 - C. Review of Reports
 1. Effectiveness of Internal Controls Report
 2. Audit Committee Charter Review Report December 2024
 3. Audit Committee Self-Evaluation Report FYE 12-31-24
 - D. Other New Business
6. Public Comment
7. Next Meeting Date (June 2025) and Agenda for Next Meeting
8. Adjournment