



**HALIFAX REGIONAL SCHOOL BOARD
AUDIT COMMITTEE MEETING
MINUTES
November 13, 2013
5:30 p.m.**

**An Audit Committee meeting was held this date in
Meeting Room 202 (2nd Floor)
33 Spectacle Lake Dr., Dartmouth, NS**

PRESENT: Dave Wright, Chair
Christy Linders
Bruce Densmore
Cathie O'Toole

STAFF: Elwin LeRoux, Superintendent
Gary Adams, Senior Staff Advisor
Selena Henderson, Corporate Secretary
Danielle McNeil-Hessian, Director, School Administration
Mike Christie, Director, Human Resources
Ron Heiman, Director, Operations Services
Terri Thompson, Director, Financial Services
Kathryn Burlton, Manager, Accounting & Purchasing
Alison Leverman, Director, Program
Karen Tucker, Administrative Assistant, Financial Services

1. CALL TO ORDER

The Chair called the meeting to order at 5:30 p.m.

2. APPROVAL OF AGENDA

It was moved and seconded (Linders/Densmore) that the agenda be approved.

(CARRIED)

3. APPROVAL OF MINUTES / BUSINESS ARISING FROM MINUTES

September 18, 2013

It was moved and seconded (Linders/Wright) that the minutes of September 18, 2013 be approved.

(CARRIED)

4. QUARTERLY BUSINESS PLAN AND FINANCIAL UPDATE – SEPTEMBER 30, 2013 (Report #13-10-1440)

Terri Thompson, Director, Financial Services

Ms. Thompson presented the update and reviewed the information within the report. It was noted that the budget cost pressures are anticipated to be substitute teacher costs, heating fuel, electricity, and snow removal. It is difficult to project exact amounts for these cost pressures at this point in time.

The floor was open to comments and questions during the review of the Business Plan and Financial Update. Ms. Thompson and staff addressed and clarified any queries.

The Audit Committee accepted the September 30, 2013 Quarterly Business Plan and Financial Update report for information.

5. OTHER BUSINESS

6. DATE OF NEXT MEETING

Wednesday, February 12, 2014 – 5:30 p.m.

7. ADJOURNMENT

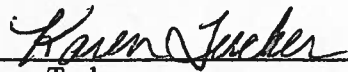
It was moved and seconded (Linders/Wright) that the meeting be adjourned.

(CARRIED)

The meeting adjourned at 6:15 p.m.



Christy Linders
Chair, Audit Committee



Karen Tucker
Administrative Assistant, Financial Services