

Bethel Township, Delaware County, PA  
Board of Auditors Meeting

Date of Meeting: January 4, 2011

Location: John L. Myers, Jr. Township Building  
1082 Bethel Road  
Garnet Valley, PA

Start time: 7:30pm

**Secretary's Summary Report of the Meeting:**

Public Legal Notice of the Meeting was properly given in the Delaware County Times Newspaper on December 5<sup>th</sup>, 2010.

Meeting was called to order and a Quorum was established with the attendance of all three Auditors listed below present:

Steve Mancini  
Dawn Saunders  
Todd Apple

Pledge of Allegiance was conducted

Steve Mancini announced that the board met in executive session prior to the meeting to discuss legal matters.

Motion to appoint Steve Mancini as Temporary Chairperson for the meeting was motioned by Dawn Saunders and properly seconded by Todd Apple. Motion was adopted by the board with 3 yes votes (Mancini, Saunders, Apple) and zero no votes.

Temporary Chairperson Mancini informed the public that the Audit Board members met in executive session prior to the meeting to discuss legal matters.

**Election of Officers**

Motion was made to appoint Steve Mancini as Chairperson for the year 2011 by Steve Mancini. The motion was properly seconded by Dawn Saunders and the motion was adopted by the board with 3 yes votes (Mancini, Saunders, Apple) and zero no votes.

Motion was made to appoint Todd Apple as Secretary for the year 2011 by Steve Mancini. The motion was properly seconded by Dawn Saunders and the motion was adopted by the board with 3 yes votes (Mancini, Saunders, Apple) and zero no votes.

Chairperson Mancini made an opening statement and noted that the Board of Supervisors passed a resolution on January 3<sup>rd</sup>, 2011 to hire the Certified Public Accounting firm of

Barbacane Thornton to conduct the 2011 audit and therefore the Board of Auditors are relieved of the responsibility to conduct an audit.

Chairperson Mancini noted that The Board of Auditors will request a meeting with the auditing firm prior to the audit to obtain an understanding of the scope of the planned audit and offer input to the auditing firm.

Next Meeting of Board of Auditors was schedule for April 14<sup>th</sup>, 2011 at 7:30pm to be held at the John L. Myers, Jr. Township Building, 1082 Bethel Road, Garnet Valley, PA

No Old Business was brought forth for discussion

### New Business

Chairperson Mancini requested Secretary Apple to formally request the Bethel Township Board of Supervisors to submit a copy of the recently approved Treasurer's bond for 2011 to the Board of Auditors as required by statute to determine if the amount of the bond is sufficient.

All three members of the Board of Auditors agreed upon the need to have access to legal counsel. Discussion was held regarding the proper manner in which the Board of Auditors can obtain legal counsel in support of their duties.

Chairperson Mancini motioned that the Board of Auditors make a request to the Board of Supervisors to appoint Legal Counsel for the Board of Auditors. Motion was properly seconded by Apple and adopted by the Board with 3 yes votes (Mancini, Apple, Saunders).

There was no correspondence presented to the board to review

Floor was open for Public Comment- No comments were offered.

Motion for Adjournment was made by Chairperson Mancini and properly seconded by Saunders and the motion to adjourn was adopted by the Board with 3 yes votes (Mancini, Apple, Saunders) and zero no votes.

Meeting was adjourn at approximately 7:40pm

The Public Sign-in sheet was signed by the following three individuals present at the meeting; John Camero, Felicia Kendus and Laurence L. Smith.