



BUDGET & AUDIT COMMITTEE

MEETING NOTES (DRAFT)

December 2, 2024, 3:00 PM

- A. Call to order:** Chair Colette Aufranc (Wellesley) called the meeting to order at 3:05 via Zoom.
- B. Minutes:** Without a quorum, members were unable to move on the minutes from the 9/9/2024 meeting.
- C. Audit Update:** C. Aufranc reported that the appeared to be in good condition, with a few minor edits, and asked committee members to send any comments to Brian. The next step is to hear from Powers & Sullivan. Going forward, the Advisory Board will complete audits every 2 years, as its finances now only require maintenance. Brian Kane (Executive Director) shared the Financial Statements for the year ended 12/31/23. C. Aufranc commented that the budget was in a good place and identified a math error. B. Kane discussed the process to select an auditor going forward. Dan Carty (Sudbury) requested that the committee receive documents for review as early as possible prior to meetings.
- D. Financial Update:** B. Kane discussed the contract with Dewey Square Group and provided an update on the grant from The Barr Foundation.



- E. Unbudgeted Expenses:** B. Kane presented a summary of the unbudgeted expenses. They included two sums related to the Advisory Board staff's recent travel to several municipalities.
- F. Finalize the budget:** Without a quorum, the committee was unable to vote on the budget, but recommended that the budget be presented to the full board on December 10.
- G. Old/New Business:** C. Aufranc proposed that the committee continue to meet quarterly.
- H. Adjourn:** C. Aufranc closed the meeting at 3:37.



Attendees

Committee

Lia Fabian

Dan Carty

Colette Aufranc

Lakeville

Sudbury

Wellesley

MBTA AB

Brian Kane

Isabella MacKinnon

Executive Director

Budget & Policy

Analyst