

**Minutes of the Putnam County
Industrial Development Agency (“IDA”)
Audit Committee Meeting
March 2, 2015
34 Gleneida Avenue, Carmel, NY 10512**

The meeting was called to order by Richard Ruchala at 5:38 pm

1. Roll Call – The following Committee members were present. Richard Ruchala and Ray Ruyack. Richard Ruchala will be the recording secretary.
2. Audit Committee Charter – The Audit Committee reviewed and discussed its Charter. Motion to accept the Charter and adhere to their duties passed with yes votes by Richard Ruchala and Ray Ruyack.
3. The Committee discussed the Visitation Worksheet and recommended that it should be revised to make it simpler.
4. Cost Benefit Software and the benefit it would bring to the IDA were discussed. Once the IDA had adequate funds, the purchase of Cost Benefit Software will be proposed.
5. Meeting adjourned at 5:45 pm.

Richard Ruchala
Recording Secretary