

Annual Audit Meeting Minutes

February 6<sup>th</sup>, 2024

The February 6<sup>th</sup>, 2024, annual audit meeting of the Moose Lake Township Board was called to order by Chairman Bob Moffett at 5:02PM. Present were Bob Moffett, Steve Aldrin, Tracy Matuseski, Dawn Moffett, Donna Kirk, and Kimberly Wesley

**Call to Order/Pledge of Allegiance** – Led by Chairman Moffett

The annual audit was conducted with the following assignments:

- Chair Bob Moffett – Bank statements
- Supervisor Steve Aldrin– clerk records
- Supervisor Tracy Matuseski and community member Kimberly Wesley – treasurer records

Chair Moffett led the audit announcing each line from the bank statements which were compared to the treasurer and clerk records. No inconsistencies were found, and all records aligned without exception.

Financial records for 2023 were accepted and noted with signatures by supervisors and community member in the ledger book which is kept by the clerk.

**Adjourn** – Motion to adjourn the meeting by Steve Aldrin, second by Tracy Matuseski. Motion carried. Meeting adjourned at 6:12PM.

Respectfully submitted

Donna Kirk

Moose Lake Township Clerk