

**PORT OF OSWEGO AUTHORITY**  
**Audit & Finance Committee Meeting**  
**January 25, 2023**

**PRESENT**

Tom Schneider - Audit & Finance Committee Chairperson, Stan Delia, Ranjit Dighe,  
William Scriber - Executive Director, Debbie Godden - Accounting Manager

**CALL TO ORDER** at 5:25pm by Mr. Schneider

**DISCUSSION**

Mr. Schneider reviewed the responsibilities for Audit Committee and Finance Committee per the by-laws. Mr. Schneider will draft a committee charter. Mr. Scriber reviewed NYS Requirements for Purchasing and Reporting. (NYS Contract Reporter, SDVOB, MWBE) Mr. Schneider suggested that members review the policies that were handed out and come back with comments and changes for another meeting.

Mr. Schneider described the audit process and budget briefly.

Mr. Scriber presented a travel request for review.

**ADJOURN**

Dr. Dighe moved to adjourn at 6:35pm. Motion seconded by Mr. Delia and passed (3-Aye, 0-Nay).



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Thomas Schneider, Committee Chairperson