

Athens Township Auditor Board - Reorganization Meeting Agenda

Date: January 7, 2025; 6:00pm; Athens Municipal Building

1. Call to Order

2. Roll Call

- Record attendance of all members.
- Confirm quorum.

3. Approval of Agenda

- Motion to approve the agenda.
- Discussion of any amendments.

4. Motion to Suspend the Rules

- **Motion:** Suspend the rules to allow for immediate discussion and action on agenda items due to the presence of only two auditors.
- **Vote:** Vote to approve the suspension of the rules.

5. Election of Officers

- **Elect Chair:** Nominations and vote for the position of Chair.
- **Elect Secretary:** Nominations and vote for the position of Secretary.

6. Annual Audit Update

- **Announcement:** The annual audit for 2024 will be performed by a Certified Public Accountant (CPA) firm.
- **Review of CPA Contract:** The Auditor Board will review the CPA contract to ensure it meets all required standards and requirements for township audits.
- **Discussion:** Timelines, expectations, and audit scope.

7. Setting Supervisor Pay When Acting as a Regular Employee

- **Discussion and Motion:** Set appropriate compensation for supervisors when they are acting in employee roles (e.g., roadmaster, secretary, treasurer).

8. Updating Mileage Reimbursement Rate

- **Discussion and Motion:** Update the uniform mileage reimbursement rate to **\$0.70 per mile**, effective immediately.

9. Adoption of Official Township Website and Email System

- **Adoption of www.athenstownshipauditor.org:** Discussion and motion to officially adopt the website for township auditor functions and public communication.
- **Email System:** Discussion and motion to adopt a professional email system for the Auditor Board, including setting up individual emails for each member (e.g., name@athenstownshipauditor.org).
- Donations

10. Public Comment Period

- **public comments, suggestions, or questions** regarding any of the agenda items.