

**Minutes**  
**Board of Auditors**  
**Town of Ryegate, Vermont**  
**April 7, 2017**

Meeting called to order at 10:10 AM

Members present: Thomas Dole, Richard Fraser, Richard Hodgson

Others present: Cheryl Slayton – Town Treasurer

- Minutes of the January 12, 2017 meeting were read and approved without change.
- Thomas Dole nominated by Richard Hodgson to serve as chair of the board, seconded by Richard Fraser. Thomas Dole unanimously elected.
- 
- The auditors will prepare historical financial data for inclusion in the Annual report and will transmit that information to the person(s) assembling the report for printing and distribution.
- 
- The initial step in making the transition to new accounting software is to learn from the selectboard the procedure involved under town policies for making this purchase. The auditors will also request the approval of the purchase of a laptop computer for their use in assembling this information throughout the year.
- The tentative meeting and work session schedule was reviewed and approved with the understanding that some work session dates may have to be changed due to unforeseen circumstances.

Respectfully submitted,  
Thomas Dole, Chairman

Minutes approved as written at January 12, 2017 meeting.