

Audit Committee
Monday, November 30, 2020
4:00 p.m.
Wayland Town Building
Council on Aging Room
41 Cochituate Road, Wayland, MA
Proposed Agenda

Note: Items may not be discussed in the order listed or at the specific time estimated. Times are approximate. The meeting likely will be broadcast and videotaped for later broadcast by WayCAM.

*In compliance with the revised Open Meeting Law requirements, we will live stream the meeting via Zoom and, in some instances, on WayCAM. No in-person attendance of members of the public will be permitted. The Zoom meeting can be entered using the following link:

<https://zoom.us/j/99214706773?pwd=Syt4ai9kY29Ra2NpNGsxM08yUzhMQT09>

Password: **338785**

**To make a public comment via Zoom, perform a virtual "hand raise." The meeting moderator will contact you via a chat message to acknowledge your request and will inform the chair of your request to comment. Instructions for performing a virtual "hand raise" can be found at <https://support.zoom.us/hc/en-us/articles/205566129-Raising-your-hand-In-a-webinar>

*** In compliance with the revised Open Meeting Law the following members are present and participating remotely:

1. Randall Moore – Audit Committee
2. Klaus Shigley – Audit Committee
3. Debbie Vogt – Audit Committee
4. Representative(s) from Melanson Heath
5. Brian Keveny – Finance Director, Town of Wayland

Agenda

6. Call to order; review agenda for the public
7. Assign minute taker
8. Review and discuss 2020 Consolidated Annual Financial Report with representatives of Melanson Heath, the outside auditor for the Town of Wayland and Brian Keveny, Director of Finance, Town of Wayland
9. Review and discuss 2020 Management Letter Draft with representatives of Melanson Heath, the outside auditor for the Town of Wayland and Brian Keveny, Director of Finance, Town of Wayland
10. Public comment
11. Adjourn