

UNION CENTER FIRE COMPANY

BOARD SESSION

May 28, 2013

PRESENT: M. Henry, B. Dieffenbacher, G. Greenlee, K. Miga, F. Trzcinski, A. Fiacco,

NOT PRESENT: C. Hoyt

Scott Hotalen, CPA, came to the meeting to answer questions and discuss the nature of his services and whether he is willing to take on our accounting issues. He said that May, June and July would be the best time for him to do the work, which works out for us because our paperwork is due July 15th. He said that it would be best for our present accountant to finish the 2012 audit; then he will start with 2013. He said that he has never been in a situation where he has not made a deadline. His fee is determined by the amount of work he needs to do; ballpark amount is \$5500 for an audit and tax return. He emphasized his feelings about the importance of a personal relationship, especially between the accountant, bookkeeper and treasurer. He would like to know if we are hiring him before June 15th so that he can get us an extension.

Discussion regarding how to deal with our present CPA in order to either get our materials back or have the audit finished. We agreed that the deadline for this should be June 15th and that Karen will send a certified receipt letter.

Respectfully submitted by **Karen S. Miga**