

## **AUDITING COMMITTEE**

The chairperson is chosen by the President to serve for a term of one year and is a member of the Assembly for that year. A chairperson may be reappointed to a committee at the discretion of the next incoming President.

This committee is responsible for the audit of the financial records of AMTNYS. The 'books' with the Treasurer's final report are sent to the Chairperson of the Auditing Committee as soon as possible after the December 31 closing of the books. The 'books' should include a complete record of monies received, bills paid, expense vouchers, canceled checks (if available), and bank statements. The committee should complete the audit in the shortest possible time (approximately 30 days). The chairperson should give a report, including suggestions and concerns, to the Assembly at its next meeting.