

BOARD OF ALDERMEN

City of Newton
Massachusetts

MEMORANDUM

To: Board Colleagues
From: Scott F. Lennon
Date: March 10, 2006
Re: Financial Audit Subcommittee

The first meeting of the Financial Audit Subcommittee will take place on **Monday, March 13 at 6:30 p.m in Room 222 (prior to the Finance Committee meeting)**. *All Board members are welcome to attend.*

I would like to thank Ald. Gentile, Ald. Linsky and Ald. Parker for agreeing to serve on the Committee, along with Ald. Coletti, Comptroller Dave Wilkinson and myself.

Our agenda for Monday's meeting is as follows:

- Discussion of the scope of the Committee
- Discussion of two Management Letter issues:
 1. Disaster Recovery Plan
 2. Financial Policies and Procedures Manual
- Topics for future meetings, including areas of interest from members of the Committee and others present

If anyone has any questions, please feel free to contact me at 617.964.9836 or sflennon@comcast.net.

Thank You.