

# Canosia Township

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Town Board: Chair Daniel J. Golen, Supervisor Kurt Brooks, Supervisor Kevin Connick  
Clerk Susan Krasaway, Treasurer Cheryl Borndal

## Board of Audit Meeting Minutes

February 5, 2019

Chair Golen called the meeting to order at 6 p.m. Attending: Chair Dan Golen, Supervisor Kevin Connick, Supervisor Kurt Brooks, Clerk Susan Krasaway, Treasurer Cheryl Borndal.

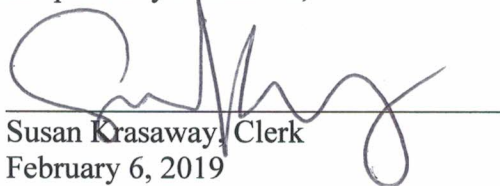
The supervisors reviewed the 2018 financial records presented by the clerk and treasurer. The treasurer explained that all her year-end balances match the clerk's. The board also checked the balances against the bank statement.

The board followed the audit procedures recommended by the Minnesota Association of Townships: At random, they picked five disbursement claims (including payroll) and five receipts from 2018 (including a few that were voided). They compared those to the clerk and treasurer record books and the claim form/accompanying documentation. The supervisors were satisfied with all verifications.

Motion by Connick, seconded by Golen, to approve the 2018 financial records of the township treasurer and clerk. Motion carried unanimously, 3 – 0.

The board signed both record books; they signed another copy which will be on display with the detailed financial records during the township election day and annual meeting on March 12.

Respectfully submitted,

  
Susan Krasaway, Clerk  
February 6, 2019

Approved:

  
Daniel J. Golen, Chair  
February 6, 2019