



November 25, 2009

To: LCOG Audit Committee
Greg James
Phil Brubaker
Judy Volta

From: George Kloeppe, Executive Director

Subject: Post-Audit Committee Meeting

The Audit Committee is scheduled to meet with Forrest Arnold of Jones & Roth and LCOG fiscal staff immediately before the Board of Director's **December 10** meeting at the Bethel School District's **Prairie Mountain School Library** (5305 Royal Avenue) in Eugene. As the Board meeting will begin at 6:00, the Audit Committee meeting will be at **5:00 p.m.**

Copies of the agency's draft Financial Statements for FY 2008-09 will be available at the meeting. This will be an opportunity for the Committee to dialogue with the auditor regarding the past year's fiscal process and to hear any observations or recommendations that Forrest may have. The Financial Statements and Audit Report will be considered at the Board of Directors' meeting later in the evening.

I look forward to see you on the 10th.

c.c. Forrest Arnold, Jones & Roth
Bob Swank, LCOG Associate Director