

**MINUTES OF MEETING OF THE AUDIT COMMITTEE  
OF  
NEW YORK CITY ECONOMIC DEVELOPMENT CORPORATION  
June 18, 2024**

A special meeting of the Audit Committee (the "Committee") of New York City Economic Development Corporation (the "Corporation" or "NYCEDC") was held on Tuesday, June 18, 2024 at the Corporation, One Liberty Plaza, Conference Room 14A (The Battery), New York, New York 10006

The following members of the Committee were present in person at the above indicated meeting of the Committee (the "Meeting"), constituting a quorum:

- Eric Clement, Committee Chairperson
- James McSpirtt
- Betty Woo

The following members of NYCEDC staff were present in person unless otherwise specified:

- Finance:
  - Jeanny Pak – CFO
  - Spencer Hobson – EVP/Treasurer
  - Amy Chan – Controller (attended virtually)
  - Leslie Escobar – Deputy Controller
- Internal Audit ("IA"):
  - Eric Katz – SVP
  - May Boucherak, Principal, KPMG LLP
  - Anna Sternberg, Director, KPMG LLP
- Legal:
  - Mark Silversmith – Special Counsel
- MIS:
  - Joseph Dawli – Technical Support

Also present was a representative from Ernst & Young LLP ("EY"):

- Danielle Hurlburt – Managing Director

The meeting was called to order at approximately 10:05 a.m.

**1. Approval of the Minutes of the March 19, 2024 Audit Committee Meeting**

Mr. Clement asked if there were any questions or comments related to the minutes of the March 19, 2024 Committee meeting as submitted. There being no questions or comments, Mr.

Clement motioned to approve the minutes. Mr. McSpiritt seconded the motion and the minutes were approved.

## **2. Approval of the FY25 Audit Committee Meeting Dates:**

Mr. Clement presented the proposed dates and times for meetings of the Committee in FY25 and asked if there was opposition to any of the dates and times. There being none, Mr. McSpiritt motioned to approve the proposed FY25 Audit Committee meeting dates and times: 9 am on September 25, 2024, and 9:45am on each of February 4, 2025, and June 17, 2025. Mr. Clement seconded the motion and the dates were approved.

## **3. Ernst & Young LLP Update**

Ms. Hurlburt then presented the EY 2024 audit plan, focusing first on the 2024 EY services and deliverables, including audit and audit related services which are consistent with prior years. They primarily consist of the audit of financial statements and the schedule of investments, issuing a report on internal control over financial reporting and on compliance and other matters based on an audit of financial statements performed in accordance with Government Auditing Standards, and issuing a management letter with recommendations for improvements in controls and procedures (if applicable).

Ms. Hurlburt then presented high level areas of audit emphasis for the FY24 audit.

Ms. Hurlburt presented EY's required communications as required by professional standards as well as a high-level overview of upcoming GASB accounting pronouncements. She noted there is one new applicable GASB pronouncement and that it is not expected to have a material effect on the financial statements.

Ms. Hurlburt concluded by stating that the results of the audit will be presented at the September Committee meeting.

## **4. Internal Audit Update**

Mr. Katz began by introducing the Committee members to Ms. Boucherak and Ms. Sternberg from KPMG LLP, the new co-sourced Internal Audit consultant. He then discussed the FY23/24 Internal Audit plan status including audits in process and completed and stated that the status of all open issues will be presented to the Committee going forward.

Ms. Boucherak presented the methodology of the risk assessment that was conducted which resulted in the proposed FY25 Internal Audit plan. Mr. Katz went on to present the FY25 proposed Audit Plan. In response to a question from Mr. McSpiritt about the granularity of the audits compared to previous years, Ms. Pak stated the goal with the new Internal Audit co-sourced function was to have more impactful and strategic audits than in the past. In response to a question, Mr. Katz explained how we would work with KPMG LLP. Ms. Boucherak stated that KPMG LLP would have a core internal audit team and bring in subject matter professionals as needed for particular audits.

Mr. Clement motioned to approve the FY24 Audit Plan, Mr. McSpiritt seconded the motion and the Audit Plan was approved.

**5. Session with External Auditors**

A private session with EY was not held by the Committee.

**6. Session with Internal Audit**

A private session with IA was not held by the Committee.

**7. Session with Management**

A private session with Management was held by the Committee.

**8. Adjournment**

There being no further business to come before the Committee, the meeting was adjourned at 10:30 a.m.