

Jefferson County Industrial Development Agency

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www.jcida.com

TO: JCIDA (JCCFDC) Audit Committee

John Jennings, Chair

David Converse

Paul Warneck

Robert Aiken

FROM: David J. Zembiec, CEO

DATE: December 9, 2022

SUBJECT: Pre-Audit Committee Meeting Notice

A JCIDA (JCCFDC) Pre-Audit Committee meeting has been scheduled for **Friday, December 16, 2022 at 8:15 a.m.** in the board room at 800 Starbuck Avenue, Watertown, NY.

The purpose of the meeting is to engage Bowers & Company CPAs PLLC for the annual audit for year ending 2022.

Please confirm your attendance with Peggy Sampson pssampson@jcida.com at your earliest convenience.

Thank you.

pss

C: Marshall Weir
Lyle Eaton
Joy Nuffer
Rob Aliasso
Kent Burto
Greg Gardner
William Johnson
Lisa L'Huillier
Christine Powers
W. Edward Walldroff
Liz Bush, Bowers & Co.
Andrew Swords, Bowers & Co.
Media