



STEUBEN COUNTY LAND BANK CORPORATION

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SCOTT J. VAN ETTEN
CHAIRMAN

MITCHELL M. ALGER
EXECUTIVE DIRECTOR

Assessment of Internal Controls

The Board of Directors of the Steuben County Land Bank Corporation has established the following policies, which among others is intended to provide the necessary framework for segregation of duties and the necessary controls so that no one individual can approve all steps of any payment or disposition transaction:

- Internal Controls Policy
- Conflicts of Interest Policy
- Procurement Policy
- Property Acquisition Policy

Monthly reports of the Land Bank's activities, including financial transactions, are submitted to the Board of Directors in advance of the regular meetings. The Directors are encouraged to ask questions and discussions are had regarding the status of current projects, future projects, grant funding and use.

The Board of Directors has retained a Certified Public Accounting firm to conduct an annual audit of the Land Bank, which report for the fiscal year 2017 was received on or about March 8, 2018 and scheduled for review by the Board of Directors at its regular meeting scheduled for April 4, 2018.

March 29, 2018