

BUSINESS OPERATIONS  
ACCOUNTS

Hiring of Auditor

In order for the Association to assure proper fiscal management of its finances and in recognition of the fiduciary responsibility owed to the Association, and to secure audit services in a cost- effective manner, the Director of Finance will advertise for proposals to conduct the annual audit of the Association.

No less than every five years, the Director of Finance will go through the process of soliciting and evaluating competitive bids from New Jersey-based auditing firms. This process should begin no later than the October after the completion of the fifth year and be finished in time for a recommendation to the Audit Committee at the January Audit Committee meeting.

By October 1, a Request for Proposal (RFP) will be submitted to General Counsel by the Director of Finance for approval. On or before October 15 an advertisement will be placed in newspapers of general circulation notifying auditing firms of the availability of the RFP. All RFP's will be due back to the Director of Finance on or about November 10. Evaluation and interviews will take place between November 15 and December 15. The successful firm will be recommended for approval by the Audit Committee at its January meeting.

However, if the current auditing firm has exhibited exemplary performance in the performance of its duties, demonstrated a unique understanding of complex accounting and financial reporting issues that the Association faces, and proposed a reasonable fee in relation to its prior fee, the Association will be able to retain the current audit firm for a period greater than five years. In such cases for every year after the fifth year, the Director of Finance will compile all required information to support this recommendation and present it to the Audit Committee for approval at its January meeting.

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