

Board Finance & Audit Committee

Meeting Minutes

July 16, 2020

11:00 am - 12:00 pm

Regular Meeting

[Zoom Recording](#)

Committee Members Present: Allan Hackney, John Vittner, Patrick Charmel joined at 11:25 am.

Opening, Roll Call, Opening Statement:

Allan Hackney recognized a quorum and called the meeting to order at 11:07 am.

I. Board Bylaws: Committees

Dr. Michelle Puhlick presented an overview of the Board Bylaws on committees.

II. Committee Charter and Annual Meeting Schedule Discussion

Dr. Michelle Puhlick opened the discussion to the committee regarding developing a committee charter. A draft charter will be brought forward to the Board for their recommendations and approval. The committee members discussed a quarterly meeting schedule.

III. Board Auditor Selection

Grace Austin provided a brief overview of the following:

- a. Board Bylaws: Financial Statements and Audits
- b. Federal and State Audit Requirements
- c. Request for Quote Status
- d. Auditor Selection Process

The Committee agreed to review the responses to the Request for Quotes at an upcoming meeting to be scheduled for this purpose.

IV. Adjournment

The meeting adjourned at 12:01 pm.

DRAFT