

**Draft
Audit Committee Meeting**

**Hanson, Walter & Associates
8 Broadway, Suite 104
Kissimmee, FL**

**Thursday, September 20, 2018
2:00 p.m.**

MINUTES

MEMBERS PRESENT: Larry Walter, Leland Madsen, Margaret McGarrity, Olga Rabel and Diana Rodriguez

MEMBERS ABSENT: Kristy Mullane

STAFF PRESENT: Pam Nabors, Leo Alvarez, Janet Saunders and Kaz Kasal

GUESTS PRESENT: David Caplivski / Grau & Associates

Agenda Item	Topic	Action Item / Follow Up Item
Business Matters of the Audit Committee		
1	Welcome Mr. Walter, Audit Committee Member Chair, called the meeting to order at 2:01 p.m.	
2	Roll Call / Establishment of Quorum Ms. Kasal, CSCF Executive Coordinator, reported a quorum present.	
3	Public Comment None Offered.	
4	Action Item <u>Approval of Minutes</u> 11/28/17 Audit Committee Meeting.	Ms. McGarrity made a motion to approve the minutes from the 11/28/17 Audit Committee Meeting. Mr. Madsen seconded; motion passed.
5	Information <u>Charter Review</u> Committee concurred no changes needed. <u>Fiscal Year 2017-2018 Audit Planning</u> <ul style="list-style-type: none">• Mr. David Caplivski with Grau & Associates provided an overview on audit planning for FY 17-18 (attachment).• Reviewed conduct of audit, audit timing and audit plan. Field work to begin 10/8/18	

	<p><u>Results of Fiscal Year 2017-2018 DEO Monitoring Report</u></p> <ul style="list-style-type: none">Mr. Alvarez referred to DEO Monitoring Report for FY 17-18, for period 7/1/17 – 3/31/18 (attachment) stating CSCF received a clean audit with zero findings and no issues of non-compliance or observations.	
6	<p>Other Business</p> <p>Committee suggested next meeting be a joint meeting with Finance. Staff will review and coordinate.</p>	
7	<p>Adjournment</p> <p>Meeting adjourned at 2:32 p.m.</p>	

Respectfully submitted,

Kaz Kasal
Executive Coordinator