



**AUDIT SELECTION COMMITTEE MEETING
SEPTEMBER 21, 2022
4:00 p.m.**

AGENDA

1. Call to order and present proof of publication of meeting notice.
2. Approve minutes from September 7, 2022 meeting.
3. Collect and Tabulate scoring sheets for each RFP submittal
4. Rank Proposals by score
5. Review each proposal and ranking for issues and questions
6. Determine final ranking and determine if firm interviews are needed
7. Notify firms of Audit Committee decision
8. Other matters
9. Adjourn

AUDIT SELECTION COMMITTEE MEETING
September 7, 2022
4:00 p.m.

MINUTES OF MEETING

1. **Call to order and present proof of publication of meeting notice:**
The meeting began at 4:20 p.m. In attendance were the three committee members: Keith Bullock, Susan Ashby and by telephone, Jean Walker Tucker. Also, in attendance was Ms. Virginia Yeagle, Authority Administrator.

Ms. Yeagle had provided committee members with the agenda and minutes of the August 3, 2022 meeting prior to this meeting for review.
2. **Approve Minutes of the committee meeting held on August 3, 2022**
Motion made by Susan Ashby to approve minutes, seconded by Ms. Tucker. Motion approved unanimously.
3. **Open Forum for Public Comment**
None
4. **Inventory audit proposals received**
Ms. Yeagle stated that two proposals have been received.
The first proposal received was from Brown Thornton Pacenta & Company
The second proposal received was from Saltmarsh, Cleaveland and Gund.
Both proposals were received in sealed envelopes by the deadline of 4pm on Tuesday September 6, 2022.

Chairman Bullock opened each proposal and reviewed the contents to verify the proposal contained the required Attachments. Per review by Chairman Bullock, both proposals contain the required attachments and will be considered as valid proposals in response to the Request for Proposals.

Ms. Yeagle stated that she will scan the two proposals into pdfs documents and forward them along with the ranking grid to the committee members to evaluate each proposal in preparation for the committee meeting on September 21, 2022 at 4pm.
5. **Any other business**
There was no other business.
6. **Adjourn**
Meeting adjourned at 4:40 pm

Next meeting is scheduled for Wednesday, September 21 at 4pm.