



05.14.2018 Audit Committee Meeting Minutes

To: Paul Lawler, Audit Committee Chairman 

From: Chris Compton, Secretary

CC: Sterling Cheatham
Allison Collins
Jennifer Maready
Bryon Dorey

Date: May 14, 2018

Call to order:

Paul Lawler, Audit Committee Chairman, brought the meeting to order at 11:00 a.m. on May 14, 2018 in the Budget Conference Room.

Members Present:

Paul Lawler
Charlie Rivenbark
Clifford Barnett

Staff Present:

Jennifer Maready
Sterling Cheatham
Bryon Dorey
Tony Caudle
Chris Compton

Guests Present:

Lou Cannon
Robert Parker
Robbie Bittner
RSM McGladrey

Summary of Action Items:

- 1. Review for Approval – Approval of the January 8, 2018 Audit Committee Meeting Minutes**
 - A motion was made by Councilman Charlie Rivenbark and seconded by Councilman Clifford Barnett to approve the January 8, 2018 Audit Committee Meeting Minutes. The motion was unanimously approved.
- 2. Provided for Reporting Purposes – City Council 3rd Quarter Travel Update – for the quarter ended March 31, 2018 (Fiscal Year 17-18)**
 - There was a question as to why former Councilman Earl Sheridan's travel details were on the report.

- Jennifer Maready clarified that the report is for the full fiscal year, which ends on June 30, 2018. This data will roll off the report in the new Fiscal Year on July 1, 2018.
- The Special Request Travel Policy and fund allocation still needs be added to this report.
- Bryon Dorey will contact Dawn Grants so that she knows how these funds were distributed for the June 30, 2018 period-end report.

3. Review for Information – Fiscal Year End June 30, 2018 Pre-Audit Communication for External Auditors (RSM)

- Lou Cannon, our current Audit Partner, reported that he will be retiring.
- His duties will be now be handled by Senior Manager, Robbie Bittner and Assurance Manager, Robert Parker.
- Robbie Bittner reviewed the communication letter and audit timing.

4. Provided for Information and Approval – Local Government Employees' Retirement System (LGERS) City Audit – City has been selected by the NC Office of the State Auditor for an audit of our LGERS census data.

- Jennifer Maready reviewed this item and noted that this will be presented at the City Council Meeting on May 15, 2018.
- Lou Cannon answered questions from the committee regarding how local governments are selected for this process.
- Bryon Dorey discussed next steps, which includes a motion to approve for consideration at the City Council Meeting on May 15, 2018.
- A motion was made by Councilman Charlie Rivenbark and seconded by Councilman Clifford Barnett to submit this item to the City Council Meeting on May 15, 2018. The motion was unanimously approved.

Adjournment

- A motion was made by Councilman Charlie Rivenbark and seconded by Councilman Clifford Barnett to adjourn the meeting. The motion was unanimously approved.
- The meeting was adjourned at 11:16 a.m.