

Minutes of Audit & Accountability Committee Meeting held by Teleconference on February 11, 2019

The meeting was called to order at 3:00 pm EDT with the following Committee members in attendance:

Greg Celestain, Chair
Ken Kahn
Belinda Keiser

Also in attendance:

Denise Swanson
Howard Haug
Beth Courtney
Ivy Zheng

Christine Noll-Rahn, Partner Carr Riggs and Ingram

Denise Swanson thanked the committee members for attending. Ms. Swanson stated that the meeting is being conducted in accordance with the Sunshine and Public Record laws of Florida.

Ms. Swanson reviewed the items on the agenda: The review of the Audit and Accountability Committee Charter and the pre-audit briefing by our external auditor Christine Noll-Rahn, Partner of Carr Riggs and Ingram.

There were no public comments.

Ms. Swanson stated that the first item was the review of the Audit and Accountability Committee Charter. Ms. Swanson went over the role of the Audit and Accountably Committee and the principal responsibilities and functions.

Ms. Swanson stated that the second item is the review of the fiscal year end September 30, 2018 audit process and reminded the committee that this meeting is a key component of the overall control system in that it allows for an explanation of the audit process by the external auditor directly to the audit committee and provides the committee with an opportunity to ask questions. Christine Noll-Rahn, of Carr, Riggers, Ingram CPAs, reviewed the audit process with the committee members.

The meeting adjourned at 3:20 pm.