

Audit Committee Meeting Minutes

Florida Keys Mosquito Control District

Marathon Office
503 107th Street
Marathon, FL 33050

January 15, 2019 9:00 am

The Board of Commissioners of the Florida Keys Mosquito Control District held an Audit Committee Meeting on January 15, 2019.

Present Were: Jill Cranney-Gage, Chairman; Phillip Goodman, Commissioner; Brandon Pinder, Commissioner; Tom McDonald, Commissioner; Dr. Stan Zuba, Commissioner; Andrea Leal, Executive Director; Dirk Smits, Board Attorney.

Employees Present Were: Bruce Holden, Finance Director; Joshua Kogut, Director of Aerial Operations; Beth Ranson, PEIO; Chrissy Bloxom, Executive Assistant; Mikki Coss, Operations Director; Josh Clemente, IT .

Invited Guests Present: Jim Hill, Oropeza & Parks, on the phone

Community Input: None

Approval of Agenda: A motion was made by Commissioner Pinder, seconded by Commissioner McDonald and passed 4 to 0, Commissioner Zuba abstained.

Approval of Commissioner Participation via Telephone: A motion was made by Commissioner Goodman, seconded by Commissioner Cranney-Gage and passed 4 to 0, Commissioner Zuba abstained to allow Commissioner Zuba to participate via telephone.

Election of 2019 Officers: Commissioner Goodman nominated Chairman Cranney-Gage as Board Chair, Commissioner McDonald seconded the nomination. There were no further nominations; Chairman Cranney-Gage moved that nominations be closed. After a roll call, it was unanimously approved.

Items for Board Discussion:

6a.) Update on the 2018 Audit Process – Jim Hill, Oropeza & Parks, stated that he does have the trial balance, however, he is currently waiting on the GASB and Actuarial information. Once Mr. Hill receives all of the information that is needed, he will then be able to determine when the audit will be complete.

Chairman Cranney-Gage suggested scheduling a meeting in March. Mr. Hill expressed concern on the timeframe of him receiving the Actuarial information to proceed in March. Bruce Holden, Finance Director, will gather the additional information Mr. Hill has requested.

Bruce Holden gave an update on how often the Actuarial study would need to be complete. He does have the contract for Director Leal to sign to proceed. He advised the Board that next year's study will cost \$9800.00, with the following year costing \$2500.00.

Chairman Cranney-Gage scheduled an Audit Meeting in February to stay on track.

Good of the Order:

- NONE

There being no further business to come before the Committee, *it was approved unanimously* to adjourn the meeting.

For additional information please refer to www.keysmosquito.org.