

Audit Committee Meeting Minutes

Florida Keys Mosquito Control District

Marathon Office
503 107th Street
Marathon, FL 33050

February 18, 2020 1:00 pm

The Board of Commissioners of the Florida Keys Mosquito Control District held an Audit Committee Meeting on February 18, 2020.

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; Chad Huff, PEIO; Michael Behrend, Human Resources/Insurance; Chrissy Bloxom, Executive Assistant; Jody Davis, Office Coordinator; Tony Nunez, IT Specialist.

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 Zuba and passed unanimously.

Items for Board Discussion:

6a.) Update on the 2019 Audit Process –Chairman Cranney-Gage discussed the items that were received and the items that are still needed to complete the audit. Jim Hill, Oropeza & Parks, discussed a journal entry that was posted incorrectly. After further discussion, Bruce Holden, Finance Director, assured the Board that he understood how to post it correctly in the future. Mr. Hill continued further discussion concerning the 2018/2019 audit process. Mr. Hill explained to the Board that if the additional information is received; it is possible that the audit could be presented next month. An Audit Committee Meeting will be held in March.

Good of the Order:

- Commissioner Goodman inquired about the date of the next meeting. Chairman Cranney-Gage stated that it would held in March.
- Bruce Holden stated that upon completion of the audit report it will be presented to the Board in March.

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

Respectfully submitted,

*Andrea Leal
Executive Director*

*Board of Commissioners
Florida Keys Mosquito Control District*

Jill Cranney-Gage, Chairman

Brandon Pinder, Secretary-Treasurer

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