

# Municipal Audit Committee



## Minutes

January 21, 2022 | 3:00 P.M. | City Hall-City Commission Room

### 1. MEETING OPENING

- a. Call to order      The meeting was called to order by Dr. Eric Higgins, at 3:01 P.M.
- b. Roll Call  
  

Municipal Audit Committee: *Jane Bloodgood; Commissioner Mark Hatesohl; Dr. Eric Higgins, Rich Jankovich*

City Staff: *Rina D. Neal, Director of Finance; Daniela Whitman, Senior Accountant*
- c. Public Comments      There were no public comments.
- d. Approval of Minutes from October 22, 2021 Meeting: Rich Jankovich made a motion to approve the minutes as presented. This motion was seconded by Mark Hatesohl and approved with a vote of 4/0.

### 2. OLD BUSINESS

- a. Finance Department Staffing Update
  - Rina Neal gave a department staffing update.
  - The Department has four positions needing to be filled: Senior Administrative Assistant; Staff Accountant; Controller; Treasurer.
  - Discussed the following:
    - ERP Update
    - Grant Review Summary – need to include the Airport DCIP Grant
    - 2021 Audit Plan
      - i. Interim Fieldwork will begin in December/January

### 3. COMMENTS FROM THE BOARD

- a. Discussed the February 22, 2022 Work Session regarding the City's Finances
- b. May need to schedule a meeting to discuss the audit engagement letter

### 4. ADJOURNMENT: The meeting was adjourned by Rina Neal at 3:51 P.M.

*Minutes submitted by Rina D. Neal*