

Accounting and Audit Committee Meeting Minutes
July 22, 2019
6:00 PM

Meeting called to Order at 6:04 p.m.

Roll Call – Felix George, Linda Youngs, Amy Albright and Alyssia Benford were in attendance.

1. *Agenda*
Motion by Felix George to approve the agenda. Second by Linda Youngs. Motion passed.
2. *Public Comments*
None
3. *Approval of Minute Meetings from May 18, 2019 meeting*
Motion by Felix George and Second by Amy Albright. Motion Passed.
4. *Fiscal Year 2019 Schedule of Material Weaknesses*
Alyssia Benford discussed changes to the report. The committee discussed changes to the format of the report as well as status update for items listed on the report.
5. *Fund Balance Policy Review and Discussion*
Committee reviewed the Fund balance policy draft to be presented to the board.
6. *Grant application procedures and discussion*
Committee review the updated grant application that was presented to the board. An additional form is proposed for the committees to use to summarize the organization's application.
7. *Budget Calendar discussion*
Linda Youngs requested that we table the discussion of the budget calendar discussion until the next meeting. The committee discussed the need for a budget revision form.
8. *Discussion of listing policies needed*
The committee discussed compiling a list of policies needed. Alyssia Benford will provide a draft of the committee procedures and grant application procedures for the next meeting.
9. *Public Comments*
Linda Youngs asked for an update on the 2018-2019 Audit Issues

Meeting adjourned at 7:53. Motion by Linda Youngs second by Felix George.