

## Audit Workshop Minutes

### Florida Keys Mosquito Control District

Marathon Office  
503 107<sup>th</sup> Street  
Marathon, FL 33050  
December 15, 2017

The Board of Commissioners of the Florida Keys Mosquito Control District held an Audit Workshop on December 15, 2017.

**Present Were:** Phillip Goodman, Chairman; Jill Cranney-Gage, Vice Chairman; Brandon Pinder, Secretary/Treasurer; Tom McDonald, Commissioner; Stan Zuba, Commissioner; Andrea Leal, Executive Director; Dale Coburn, Board Attorney.

**Employees Present Were:** Bruce Holden, Finance Director; Beth Ranson, PEIO; Chrissy Bloxom, Executive Assistant; Michael Behrend, Insurance and Human Resource Coordinator; Josh Clemente, IT .

**Invited Guests Present:** James Hill. Oropeza & Parks

**Community Input:** NONE

#### **Approval of Agenda:**

Chairman Goodman stated that the purpose of this workshop is to discuss the operations of the Audit Committee.

#### **Item for Board Discussion:**

Commissioner McDonald began the discussion by recommending that all five (5) Commissioners become members of the Audit Committee. The Commissioners agreed and made suggested changes to the current policy. The Executive Director and Finance Director were suggested to be included as non-voting members of the committee.

After some discussion, additional changes in the responsibilities of the Audit Committee members were suggested and accepted.

Jim Hill presented to the Board the an annual Audit Engagement Letter. The letter will be presented to the Board at the Regular Meeting of the Board for January.

There being no further business to come before the Board the meeting was adjourned.

Respectfully submitted,



Andrea Leal  
Executive Director

Board of Commissioners  
Florida Keys Mosquito Control District



Phillip L. Goodman, Chairman



Brandon Pinder, Secretary-Treasurer

For more specific information or detail of meeting, please refer to the digital recording of the meeting at [www.keysmosquito.org](http://www.keysmosquito.org).

