



Audit Committee Minutes

Committee Members Present

Kevin Runner – Glynn County Airport Commission
Al McKinnon – Glynn County Airport Commission
Wayne Johnson – Brunswick and Glynn County Development Authority
Bill Austin – Brunswick and Glynn County Development Authority

Staff

Robert Burr – Executive Director
Shawna Williams, Finance and Administration Manager
Katherine Kissling, Airport Senior Administrative Coordinator
Tiffany Landry, Airport Staff Accountant

Others Present

Monica Smith

A Special Called meeting of the Glynn County Airport Commission Audit Committee was held at 3:00 p.m. on August 20, 2019 at the Brunswick and Glynn County Development Authority at 1505 Richmond Street in the Second Floor Small Boardroom, Brunswick, Georgia 31520.

The Glynn County Airport Commission Audit Committee was called to order by Wayne Johnson at 3:00 p.m. August 20, 2019.

Approve Audit Committee Minutes January 7, 2019

Minutes of the last Audit Committee meeting were provided to the committee members prior to the meeting for review. Bill Austin made a motion to approve the January 7, 2019 committee meeting minutes. Al McKinnon seconded the motion and it carried unanimously: 4-0.

Auditor Engagement Letter – Nichols, Cauley & Associates – Authorize the Executive Director to Execute

The main purpose of this meeting was for the Audit Committee to authorize the Executive Director to execute the engagement letter for the auditing firm Nichols Cauley and Associates. This is the same firm that completed the audit last year. Shawna Williams explained that the auditors would complete their field work in October. They will be working simultaneously with Glynn County and the Airport Commission. Wayne Johnson asked for a motion to authorize the Executive Director to sign the engagement letter with Nichols Cauley and Associates.

Kevin Runner made a motion to authorize the Executive Director to sign the engagement letter with Nichols, Cauley and Associates. Bill Austin seconded the motion in it carried unanimously: 4-0.

Shawna spoke with the auditor about the new Governmental Accounting Standards Board (GASB) 87 statement on lease accounting. Revenue from non-aeronautical leases will roll into the balance sheet. The Airport Commission has over 200 leases. The implementation deadline is next year. Shawna has done research on methodology and software for this process. Other lessor organizations do not have new systems that comply with GASB 87 in place. No software currently exists to handle this record keeping. An excel spreadsheet is not adequate for the task because of the large amounts of data and calculations that are required. GASB has not provided any guidance for implementation to date. The Financial Accounting Standards Board (FASB) has pushed their date back and GASB usually follows suit.

Commissioner McKinnon asked if there was a need for a single audit this fiscal year. Robert Burr explained that FAA grant funding for project expenditures would need to reach \$750,000 to require a federal single audit. The Airport Commission did not reach that threshold this fiscal year. The federal government had multiple agencies that required audits. One standard was created to satisfy all the agencies, hence the title "single audit." The testing is intense for the Airport Commission because the organization is so small. In larger organizations the testing is not as rigorous. A single audit will pull checks from grant projects, TSA payments and federal money expenditures. It is unusual for the Airport Commission not to have a single audit. If a single audit was necessary, the same auditing firm would complete the federal single audit and the regular fiscal year audit.

Audit Schedule

The auditors are planning to spend approximately one week completing the field work at the Brunswick Golden Isles Airport in October. The expense is expected to be significantly less than year since there is no need for a single audit. The date has not yet been confirmed, but field work is tentatively planned for either the week of October 7th or October 14th. The rest of the work can be completed remotely.

Adjournment

Wayne Johnson asked for a motion to adjourn. Al McKinnon made a motion to adjourn. Bill Austin seconded the motion and it carried unanimously: 4-0.

The Audit Committee meeting adjourned at 3:13 p.m.


Wayne Johnson


Kevin Runner

Attest:


Katherine Kissling

12/4/19
Date