



AUDIT COMMITTEE MINUTES

September 15, 2020

Committee Members Present

Wayne Johnson, Chairman – Golden Isles Development Authority
Kevin Runner – Glynn County Airport Commission – via video conference
Al McKinnon – Glynn County Airport Commission – via video conference
Bill Austin – Golden Isles Development Authority

Staff

Robert Burr – Executive Director
Hillary Stringfellow, Airport Commission Counsel
Shawna Williams, Airport Finance and Administration Manager
Terra Winslett, Airport Property & Marketing Manager
Katherine Kissling, Airport Senior Administrative Coordinator
Tiffany Landry, Airport Staff Accountant

Others Present

Sherri Pruitt – Golden Isles Development Authority

A Special Called meeting of the Glynn County Airport Commission Audit Committee was held at 9:30 a.m. on Tuesday, September 15, 2020 in the Brunswick Golden Isles Airport conference room.

The Glynn County Airport Commission Audit Committee was called to order by Chairman Wayne Johnson at 9:32 a.m. September 15, 2020.

Election of Audit Committee Chairman

The first order of business was to elect an Audit Committee Chairman for Fiscal Year 2020/2021. Wayne Johnson is the current Chairman. Commissioner Runner is the current Vice Chairman.

Commissioner McKinnon nominated Wayne Johnson to be Chairman of the Audit Committee. Commissioner Runner's Airport Commission term is due to expire. He nominated Commissioner Al

McKinnon to be Vice Chairman of the Audit Committee. Wayne Johnson requested any additional nominations. None were made. He announced the nomination of himself as Chairman and Al McKinnon as Vice Chairman of the Audit Committee.

**Bill Austin made a motion to accept the nominations.
Kevin Runner seconded the motion and it carried unanimously: 4-0.**

Wayne Johnson will be Chairman and Al McKinnon will be Vice Chairman for the 2020/2021 fiscal year Audit.

Approve Audit Committee Minutes December 4, 2019

Minutes of the last Audit Committee meeting from December 4, 2019 were provided to the committee members prior to the meeting for review. Wayne Johnson requested any corrections or additions. No changes were stated.

**Commissioner Runner made a motion to approve the minutes.
Commissioner McKinnon seconded the motion and it carried unanimously: 4-0.**

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

Staff has requested that the Audit Committee 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.

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

Audit Schedule

Most of the audit work will be accomplished remotely. Staff expects to get the books and data to the auditors by the end of this week. Time has been scheduled in October for the auditors to complete fieldwork. It is anticipated that the audit will be complete in approximately a month. There will be a single audit this year.

Bill Austin asked about the Governmental Accounting Standards Board (GASB) 87 pronouncement which is applicable to the Airport Commission regarding the new requirements for recording leases and revenues. The implementation of this new process is underway. Software has been purchased. It has not been fully installed or implemented. The GASB 87 deadline has been extended to 2021.

Adjournment

The Chairman asked for a motion to adjourn the Audit committee meeting.

Bill Austin made a motion to adjourn.

Commissioner McKinnon seconded the motion and it carried unanimously: 4-0.

The Audit Committee meeting adjourned at 9:41 a.m.



Wayne Johnson
Chairman



Al McKinnon
Co-Chairman

Attest:



Katherine Kissling

3-8-2021
Date