



MINUTES

GLYNN COUNTY AIRPORT COMMISSION AUDIT COMMITTEE

Special Called Meeting

Monday, October 4, 2021

PRESENT

AL MCKINNON – GCAC Commissioner, Audit Committee
DOUG HUTSON – GCAC Commissioner, Audit Committee via video conference
BILL AUSTIN– Golden Isles Development Authority, Audit Committee
CHRISTY JORDAN – Golden Isles Development Authority, Audit Committee via video conference
HILLARY STRINGFELLOW – Legal Counsel for GCAC via video conference
ROBERT BURR – GCAC Executive Director
SHAWNA WILLIAMS – GCAC Airport Finance and Administration Manager
KATHERINE KISSLING – GCAC Airport Senior Administrative Coordinator
TIFFANY LANDRY – GCAC Airport Staff Accountant

The Special Called meeting of the Glynn County Airport Commission (GCAC) Audit Committee was held at 9:00 a.m. in the Brunswick Golden Isles Airport conference room and via teleconference.

Call to Order -The meeting of the GCAC Audit Committee was called to order by Commissioner McKinnon at 9:00 a.m. He welcomed the attendees.

Election of Chairman – Commissioner McKinnon opened the floor for nominations for Chairman of the Audit Committee.

Commissioner McKinnon made a motion to nominate Bill Austin to be Chairman. There were no other nominations. The nomination was approved: 4-0.

Commissioner Hutson nominated Commissioner McKinnon to be Vice Chairman.
Commissioner McKinnon asked for additional nominations from the floor. None were stated.
The nomination was approved unanimously: 4-0.

Commissioner McKinnon made a motion to authorize the Executive Director to execute the Auditor Engagement Letter with Nichols, Cauley and Associates. This is the same CPA firm that conducted the audit in the last couple of years. The letter is a standard engagement letter.


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

Shawna Williams discussed the audit schedule. The auditors will do most of the work remotely. They will come to the Airport Commission office for a few days. Part of the Airport Commission audit is dependent upon Glynn County to provide pension and payroll information. No delays are anticipated this year. There will be a single audit this year. The actual work is expected to be finished by the end of October. The audit is anticipated to be complete by Thanksgiving.

Commissioner Hutson made a motion to adjourn.

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

The Glynn County Airport Commission Audit Committee meeting was adjourned at 9:06 a.m.



Bill Austin, Chairman



Al McKinnon, Vice Chairman
Doug Hutson



Katherine Kissling, Attest



Date