



MINUTES

GLYNN COUNTY AIRPORT COMMISSION AUDIT COMMITTEE

Special Called Meeting

Friday, August 10, 2018

PRESENT

KEVIN RUNNER – GCAC Commissioner Audit Committee
AL MCKINNON – GCAC Commissioner Audit Committee
BILL AUSTIN – Brunswick and Glynn County Development Authority
HILLARY STRINGFELLOW – Counsel for GCAC
ROBERT BURR – GCAC Executive Director
SHAWNA WILLIAMS – GCAC Finance and Administration Manager
TIFFANY LANDRY – GCAC Airport Accountant
TERRA WINSLETT - GCAC Airport Property & Marketing Manager

The Special Called meeting of the Glynn County Airport Commission (GCAC) Audit Committee was held at 9:00 a.m. on Friday, August 10, 2018 at the Brunswick Golden Isles Airport terminal conference room.

Call to Order -The meeting of the GCAC Audit Committee was called to order by Commissioner McKinnon at 9:11 a.m.

Appointment of a Committee Vice Chairman – Commissioner McKinnon recommended that the treasurer of the Airport Commission, Kevin Runner, serve as Vice Chairman.

Commissioner McKinnon made a motion to appoint Chairman Runner as Vice Chairman. Bill Austin seconded the motion and it carried unanimously: 3-0.

Approval of Meeting Minutes – Commissioner McKinnon asked Robert Burr if the minutes from the January 11, 2018 meeting were accurate and properly reflected since himself and Bill Austin were not in attendance. Robert Burr stated that they were complete and accurate.

Commissioner McKinnon made a motion to approve the Audit Committee minutes of the January 11, 2018 meeting. Bill Austin seconded the motion and it carried unanimously: 3-0.

Commissioner Runner signed the January 11, 2018 Audit Committee minutes.

Annual Audit Engagement Letter

Counsel reviewed elements of the audit engagement letter with the committee members.

Commissioner McKinnon made a motion to authorize Robert Burr to execute the engagement letter at such time as it is satisfactory to counsel.

Bill Austin seconded the motion and it carried unanimously: 3-0.

Robert Burr informed the audit committee that the year ending June 30, 2018 audit has been awarded to Nichols, Cauley and Associates. The previous audit firm, Coastal CPAs, LLC is finishing up the rental car and fixed-base operator (FBO) agreed upon procedures (AUPs). The Airport Commission is still waiting on the final report from Ben Lee due to a delay with getting all the information requested from Enterprise.

Commissioner McKinnon made a motion to adjourn the Audit Committee meeting at 9:32 a.m.

Commissioner Runner seconded the motion and it carried unanimously: 3-0.



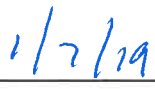
Wayne Johnson, Chairman



Kevin Runner, Vice Chairman



Katherine Kissling, Attest



Date