

**Minutes**  
**Audit Committee Meeting on**  
**Saturday, March 23, 2019 at 10:00am**

**Convene Meeting**

The Meeting was called to order by Chair Julie Johnson at 10:15am. Bill Stevens, Donna Alexander, Lisa Levine and Marty Levine were in attendance. Bernie Krauss and Debbie Knight participated by phone.

**Adoption of Minutes for February Meeting**

Minutes from the February meeting were not completed, so this item was tabled.

**Discussion regarding status of TGM**

Chair Julie Johnson began the discussion indicating that the Audit Firm, TGM resigned from serving the Town as our auditors for the upcoming fiscal year. There were some questions regarding the timeline of when TGM resigned versus when the information was given to the town by the Town Manager and the Committee Chair. TGM sent a letter dated February 19 addressed to the Audit Committee at Town Hall. This letter was not opened until a February 28 meeting held with the Town Manager, Audit Committee Chair and 2 partners of TGM, Roy Geiser and Herb Geary. At that meeting, the TGM partners indicated that they would discuss the resignation further with their partners and confirm if they were going to resign. On March 12, TGM sent an email to the Audit Committee Chair officially resigning their services.

**Discussion of preliminary draft of RFP**

Based on discussions from the last meeting, Committee Member Bernie Krauss had created a preliminary draft to start working from which was discussed at length. Wording of certain sections, additional items needing to be addressed and the process and timeline of the RFP were all discussed by the Committee and the public in attendance.

Because of the resignation of TGM, an RFP needed to be issued as soon as possible and a motion was made by Bill Stevens and seconded by Donna Alexander to give Chair Julie Johnson the ability / responsibility of finalizing the RFP for distribution. The motion approved unanimously.

**Final Comments from the public and / or Committee Members**

Additional public comment was made by resident Gary Talley.

**Adjourn Meeting**

A motion to adjourn was made by Lisa Levine and seconded by Bill Stevens. The meeting was adjourned at 11:00am.