

## **Audit Committee**

### **Meeting Minutes**

**Attendees:** Kimberly Burke, Todd Heeter, Nancy Hollis, Jennifer Hough, Frank Bernardo, David Johnson, Lane Ledbetter, Bryan Myres, Eric Lannen and Alex Sexton.

**Absent:** Candice Caperton-Manley, Douglas Lies, Marissa Mahon, Meghna Sharma, Lilly Wong.

**Date and Time:** Tuesday, November 28<sup>th</sup>, 2023, 5:00 pm

**Location:** Lonesome Dove Conference Room, CISD Administration Building

1. Call to Order
  - a. Quorum met 9 of 10 members present.
2. Call Roll of Committee members – Not done
3. No Minutes to Approve.
4. Introduction of Committee Purpose and selection of Committee Chair and Secretary.
  - a. Motion to keep existing Chair and Secretary – Jennifer Hough and second. Motion passed
5. Audit Process Overview Provided by Audit firm Snow Garrett Williams
  - a. Request for prior year audit to be sent out to committee.
  - b. Request for timeline review and additional time to review the report.
    - i. Report will be provided in two phases, I – Information Specific to CISD, II – Comprehensive report combining CISD & Demographic Data.
    - ii. Will provide target dates.
    - iii. Question on any significant changes – non anticipated at this point.
    - iv. Question on how many years the audit firm has been used at CISD
6. Meeting Adjourned 5:45 pm.