

**FINANCE COMMITTEE**  
**SPECIAL MEETING**  
Wednesday, November 30, 2022 - 1:00 PM  
**MINUTES**

**1. OPENING**

**A. CALL TO ORDER**

Chairperson Steidel called the meeting to order at 1:00 p.m.

**B. ESTABLISH A QUORUM**

A quorum was established.

Committee members present via Zoom: Cindy Steidel, Marvin Corne, Mary Maher, Karen Chrisman, Cheryl McDowell, and Ted Siegler

Staff present via Zoom: Pamela Duffield, Administrative Department Manager and Denise Fritz, Finance Manager.

**C. CHAIRMAN'S REPORT**

Chairperson Steidel thanked each committee member, especially co-chair Ted Siegler for their service to the district over the last several years. The committee had a number of key accomplishments that assisted the district in improving their financial processes and procedures.

**D. COMMITTEE MEMBER COMMUNICATIONS**

Committee member Corne thanked Chairperson Steidel for her leadership of the finance committee.

Chairperson Steidel explained that the committee term of office runs through February 2023. There will be an opportunity for members and the public to apply for a term of committee membership later this year.

**E. PUBLIC COMMENT ON AGENDA ITEMS**

None.

**2. CONSENT AGENDA**

**A. Consideration to Approve October 25, 2022 Regular Meeting Minutes**

Committee member Siegler moved to approve the minutes.

Committee member Corne seconded the motion.

The motion was approved: 5-Ayes, 0-Nays, 0-Absent

**3. REGULAR BUSINESS**

A. Discussion and Consideration of 2023 Finance Committee Meeting Dates

Committee member McDowell moved to establish the 1st 3 meeting dates in 2023. The finance committee will meet on the 4<sup>th</sup> Tuesday of the month at 10:00am. The meeting dates are January 24<sup>th</sup>, February 28<sup>th</sup> & March 28<sup>th</sup>.

Committee member Maher seconded the motion.

The motion was approved 5-Ayes, 0-Nays, 0-Absent

B. Review and Status of FY2021/2022 In-Process External Audit

Ms. Duffield provided a review and status of FY 2021/2022 audit. The field audit started mid-November and will conclude this week. Ms. Duffield expects the audit to be complete in January.

**4. FUTURE AGENDA ITEMS**

Chairperson Steidel asked for any future agenda items. Two were identified. Review preliminary 2021/22 audit results and review the 1<sup>st</sup> & 2<sup>nd</sup> quarter budget report.

**5. ADJOURN**

Chairperson Steidel adjourned the meeting at 1:40 p.m.