



**TOWN OF HOLDEN BEACH  
AUDIT COMMITTEE MEETING  
HOLDEN BEACH TOWN HALL – PUBLIC ASSEMBLY  
WEDNESDAY, JULY 26, 2023 - 10:30 A.M.**

---

1. Call to Order
2. Agenda Approval
3. Approval of Minutes
4. Public Comment
5. Discussion of Ongoing Fiscal Year 2022/2023 Audit with External Audit Firm Representative
6. Confirmation of Audit Schedule and Dates of Presentations to the Audit Committee and Board of Commissioners
7. Any Other Business
8. Adjournment



**TOWN OF HOLDEN BEACH  
AUDIT COMMITTEE  
MONDAY, FEBRUARY 13, 2023 – 10:30 A.M.**

The Audit Committee of the Town of Holden Beach met for a meeting on Monday, February 13, 2023 at 10:30 a.m. in the Town Hall Public Assembly. Present were Regular Members Commissioner Pat Kwiatkowski, Mark Fleischhauer, Jeanine Richman and Jeff Tansill; Town Manager David W. Hewett; Town Clerk Heather Finnell; and Budget & Fiscal Analyst Daniel McRaney. Regular Member Tony Chavonne and Alternate Member Mike Felmy were not able to attend the meeting.

Commissioner (Chair) Kwiatkowski called the meeting to order.

**CALL TO ORDER**

**AGENDA APPROVAL**

*Motion by Member Tansill to approve the agenda; second by Member Fleischhauer; approved by unanimous vote.*

**APPROVAL OF MINUTES**

*Motion by Vice-Chair Richman to approve the minutes (October 31, 2023); second by Member Tansill; approved by unanimous vote.*

**PUBLIC COMMENT**

No public was in attendance.

**ELECTION OF CHAIR AND VICE-CHAIR**

*Motion by Member Fleischhauer that we have a voice vote; second by Member Tansill. The Committee agreed by consensus.*

*Motion by Member Fleischhauer to just re-elect the slate we just elected; second by Member Tansill.*

Commissioner (Chair) Kwiatkowski and Vice-Chair Richman agreed to serve again.

*The Committee came to consensus to have Commissioner Kwiatkowski serve as chair and Jeanine Richman serve as vice-chair.*

#### **SETTING OF 2023 MEETING DATES**

The Committee discussed holding meetings during the last two weeks of July and the last week of October 23<sup>rd</sup> – 31<sup>st</sup>.

#### **SELECTION OF AUDIT FIRM TO PROPOSE TO THE BOARD OF COMMISSIONERS, USING EXISTING SELECTION CRITERIA PROCESS**

The Committee discussed the proposals submitted by Martin Starnes and Associates and Sharpe Patel. They ranked each firm and tallied the numbers. The weighted numbers were 82% for Martin Starnes (raw score of 64) and 89% for Sharpe Patel (raw score of 59).

Commissioner (Chair) Kwiatkowski reviewed the draft she wrote for the Board. The Committee came to a consensus to provide a recommendation to the Board for Sharpe Patel. The score sheet will be provided to the Board.

#### **ANY OTHER BUSINESS**

Commissioner Kwiatkowski asked Town Clerk Finnell to communicate the importance of attending the meetings to Alternate Member Felmy who has been out due to COVID complications.

#### **ADJOURNMENT**

*Motion to adjourn by Member Fleischhauer at 3:37 p.m.; second by Member Tansill; approved by unanimous vote.*