



**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 23rd – 31st.

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 and 89% for Sharpe Patel.

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.