



BOARD OF COMMISSIONERS

1200 N. Telegraph Road, Bldg. 12 East, Pontiac, MI 48341

Audit Subcommittee

Charles Cavell, Chair

November 8, 2023 at 11:30 AM

MINUTES

1. Call Meeting to Order

Acting Chair Charles Cavell called the meeting of the Audit Subcommittee to order at 01:41 PM in Committee Room A 1200 N. Telegraph Road, 12 E, Pontiac, MI 48341.

2. Roll Call

MEMBERS PRESENT: Charles Cavell, Robert Hoffman, Yolanda Smith Charles (3)

MEMBERS ABSENT WITH NOTICE: (0)

3. Approval of Minutes

a. Board of Commissioners - dated November 29, 2022

Yolanda Smith Charles moved **approval of the Minutes dated November 29, 2022, as presented.** Seconded by Robert Hoffman.

Motion Passed.

Vote Summary (3-0-0)

Yes: Robert Hoffman, Yolanda Smith Charles, Charles Cavell

No: None

Abstain: None

4. Approval of Agenda

Yolanda Smith Charles moved **approval of the agenda, as presented.** Seconded by Robert Hoffman.

Motion Passed.

Vote Summary (3-0-0)

Yes: Robert Hoffman, Yolanda Smith Charles, Charles Cavell

No: None

Abstain: None

5. Public Comment

None.

6. Regular Agenda

a. Board of Commissioners - Election of Officers: Chair and Vice Chair

Yolanda Smith Charles moved to **appoint Charles Cavell as Chair and herself as Vice Chair**. Seconded by Charles Cavell.

Motion Passed.

Vote Summary (3-0-0)

Yes: Robert Hoffman, Yolanda Smith Charles, Charles Cavell

No: None

Abstain: None

b. Board of Commissioners - Plante Moran Pre-Audit Presentation

Tim St. Andrews, Plante Moran, gave a brief overview of the Planned Scope and Timing of the upcoming audit. A discussion was held regarding last year's audit and what to expect with this year's audit.

Yolanda Smith Charles moved to **receive and file the Overview of the Planned Scope and Timing letter**. Seconded by Robert Hoffman.

Motion Passed.

Vote Summary (3-0-0)

Yes: Robert Hoffman, Yolanda Smith Charles, Charles Cavell

No: None

Abstain: None

7. Public Comment

None.

8. Other Business/Adjournment

The meeting adjourned at 01:58 PM.

NOTE: The foregoing minutes are subject to Committee approval.