

# AUDIT COMMITTEE MEETING

Kiawah Island Municipal Center  
Council Meeting Room  
March 14 , 2024; 10:00 am

## Minutes

I. **Call to Order:** *Chairman Heidingsfelder called the meeting to order at 10:00 am.*

II. **Roll Call:**

**Present:** Michael Heidingsfelder, *Chairman*  
Andrew Capelli  
Jim Williams  
Pamela Pollitt  
Mark Reynolds

**Also Present:** Stephanie Tillerson, *Town Administrator*  
Dorota Szubert, *Finance Director*

**Also Present via Zoom:** David Irwin, *Mauldin & Jenkins*  
Trey Scott, *Mauldin & Jenkins*

III. **Approval of Minutes:**

A. Minutes of the Audit Committee meeting of October 23, 2023

*Mr. Capelli moved to approve the minutes of the October 23, 2023, Audit Committee meeting. Mr. Williams seconded the motion, and it was unanimously approved.*

IV. **Old Business:**

None

V. **New Business:**

A. Discussion of the Proposal for Income Verification Audit Services

The discussion focused on the approach to conducting income verification audit for the top 10 contributors to the business license revenue collected by the Town for 2024 license year. Emphasis was placed on understanding the complex business structure of some of the audited entities.

B. Review of the Fiscal Year 2024 Budget Amendment

Dorota Szubert presented details regarding budget amendment that was approved by the Town Council February 6, 2024.

C. Review of Budget Report for the First Seven Months Ended 1/31/2024

Dorota Szubert presented the Town's Budget Report for the first seven months ended 1/31/2024.

VI. **Chairman's Comments:**

None

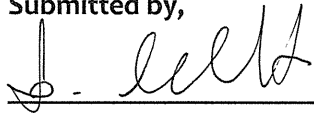
VII. **Citizen's Comments:**

None

**VIII. Adjournment:**

*Chairman Heidingsfelder adjourned the meeting at 11:48 am.*

**Submitted by,**

  
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**Dorota Szubert, Finance Director**

7/9/24

**Date**