



North Sonoma Coast Fire Protection District

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NSCFPD Finance Committee Minutes

Sea Ranch North Fire Station, 39250 Highway One, The Sea Ranch, CA 95497

Tuesday, October 31, 2022, 10:00 a.m.

- I. **CALL TO ORDER** Chair Campbell called the meeting to order at 10:04am
- II. **ROLL CALL** Present were Jacobs, Campbell and Tilles. Plakos and bookkeeper Amie Chudy and auditor John Blomberg were zoomed in.
- III. **AMENDMENTS TO AGENDA** There were no amendments to the agenda
- IV. **PUBLIC COMMENT ON NON-AGENDA ITEMS:** : There was no public comment on non-agenda items.
- V. **DISCUSSION/ACTION ITEMS**
 - A. Audit Workday:

The Auditor said he had received all documents that were loaded to Box and they were satisfactory.

He asked that the engagement letter be put on NCSFPD letterhead. Plakos said she will do that.

He has the final budget but needs a copy of the preliminary budget.

He did not need to do any adjusting entries. Amie has done a great job.

John mentioned a major change in just the format of the Independent Auditor's report.

John said the procedures are the same as last year.

Keeping paper expense receipts will no longer be required as OK by Counsel and Auditor.

There is no litigation pending.

Discussion of Bonnie's procedure to OK the payment of bills by Amie.

Short discussion of truck or other equipment acquisition; these should be mentioned in the MD&A

John brought up note payoff and the change in N/P

We discussed the schedule for us to review and reply to John's report. We need to do it before the BOD December meeting.

Marti asked Amie for a short tutorial on Fund Accounting

VI. ADJOURNMENT

Campbell made a motion to adjourn at 11:05, Seconded by Jacobs, unanimous assent. Next meeting is yet to be scheduled.