

Special Meeting Minutes Aug 5, 2013

Orcas Island Park and Recreation District Commission
Special Public Meeting, Monday, Aug. 5, 2013
OIPRD Office
9:00 A.M.- 10:00 A.M.

I. CALL TO ORDER – 9:07 A.M.

Bob Eagan, Chairman

Roll call:

- Seat 1: Vicki Vandermay - absent
- Seat 2: Bob Eagan - present
- Seat 3: Martha Farish - present
- Seat 4: Jim Bredouw - present
- Seat 5: Ian Lister - present

Also present: Adina Cunningham, Beery Elsner & Hammond, OIPRD Legal Counsel

II. PUBLIC COMMENT

<No public in attendance>

III. New BUSINESS

1. Discussion of annual audit review by the State Auditor's Office

Adina explained the background for calling the meeting and the process of reviewing the responses to the State Auditor's questions.

Martha asked if Brandt Orme, the Special District Auditor, will be charging a fee for this audit. She believes we were told that we would not be subject to audit until calendar 2015, which is a three-year cycle. Martha was told that we would complete three years (December to December) and in the next year your audit will take place. Martha asked that Marcia investigate.

Jim suggested that we ask Brandt in our written responses for an explanation as to the audit process.

Adina suggested, instead, that we ask the regional office generally and not cause confusion between our process questions and our responses to the audit.

Adina outlined the audit process as related to this set of questions:

- The auditor is using our web based documents and our submitted schedule 22, audit assessment questionnaire.
- There is the possibility that they could come to the office for a paper audit (2 day +/-) if so; we need to put Marcia at their disposal and possibly one Commissioner.
- "Findings" mean issues that need attention and are serious omissions to operations or process.
- The auditor's office will issue a preliminary draft of the conclusions, which are privileged while we review and respond to the report.

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- A final report with findings, which are in the public record. In the case of extreme wrongdoing or negligence, they can also be subject to criminal action.

It was moved by Bob to enter executive session pursuant to RCW 42.30.110(1)(i), to discuss the potential litigation. Jim seconded and it passes unanimously.

IV. Executive Session – 9:50

Bob left meeting 10:15. Jim becomes chair.

MOTION: To adjourn the executive session and reconvene the regular session – Martha with Ian second – deliberations: none – unanimously aye.

III. New BUSINESS, continued 10:55

Adina would like to work with Marcia to submit the responses to the questions, as amended, and bill accordingly. Adina would like to oversee the audit.

Action: Marcia should contact the State Auditors office and make sure we indeed are subject to audit this year.

MOTION: To establish a limit of \$7,500 in legal fees for this particular audit issue. Jim motioned with Ian second.

Deliberations: Adina indicated she would do no more work until requested by Marcia.
Vote - unanimously aye.

VII. ADJOURNMENT

MOTION: to adjourn by Ian at 11:20 am; 2nd by Jim, unanimously approved.
The meeting was adjourned 11:20 at am.

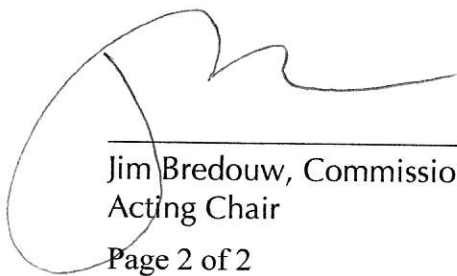
Addenda:

Special Public Meeting minutes for Aug 5, 2013

Approved by motion on this 8th day of AUGUST, 2013

Signed and attested this 8th day of AUGUST, 2013


Ian Lister, Commissioner #5,
Secretary



Jim Bredouw, Commissioner #4,
Acting Chair