

VERMONT ECONOMIC DEVELOPMENT AUTHORITY

AUDIT COMMITTEE MEETING

Minutes

December 1, 2022

A meeting of the Vermont Economic Development Authority's Audit Committee originated at the office of the Vermont Economic Development Authority, Montpelier, Vermont on December 1, 2022 beginning at 1:01 p.m. Those Members of the Committee present via video conferencing were: R. Shippee, Chair; K. Hale, S. Voigt and T. Gallagher. Staff members present via video conferencing were: C. Polhemus, Chief Executive Officer; P. Samson, Chief Lending Officer; T. Richardson, Chief Financial Officer; R. Grzankowski, Chief Operations Officer; C. Houchens, Chief Risk and Resource Officer, and H. Hook, Senior Accountant. Staff present in Montpelier's office was: A. Wright, Executive Assistant and Office Manager. Joining via video from BerryDunn were R. Smalley, Principal, K. Landry and K. Balukas, Senior Managers.

Approval of June 7, 2022 Minutes

On a motion by S. Voigt, seconded by T. Gallagher, the minutes of the June 7, 2022 meeting were approved by those Members of the Committee present by a vote of 3 to 0 with the Chair abstaining.

BerryDunn Audit Presentation

R. Smalley, K. Landry and K. Balukas of BerryDunn presented the 2022 audit results. As new auditors to VEDA, R. Smalley presented the required auditor communications to the committee, including internal control findings and advisory recommendations. The financial statements received an unmodified opinion. R. Smalley briefly reviewed financial statement highlights and notable footnotes. Discussion ensued regarding GASB 84 and 87, internal control findings and allowance for loan loss policy. K. Balukas reviewed the uniform guidance audit, noting an unmodified opinion regarding compliance with federal program requirements, as well as the schedule of expenditure of federal awards. Findings related to financial statements and federal awards were discussed, with K. Balukas noting that management has submitted

responses with formal corrective action plans. S. Voigt inquired if the committee would receive these plans, and T. Richardson indicated they are included as part of the final report, which will be distributed upon completion.

Review 2022 Draft Audit Report

On a motion by K. Hale, seconded by S. Voigt, the 2022 draft audit report was approved to be presented to the full board by those Members of the Committee present by a vote of 3 to 0 with the Chair abstaining.

R. Shippee inquired if the Committee would like to move to executive session. Members of the Committee voted unanimously to remain in open session.

T. Richardson expressed his appreciation to BerryDunn noting their government/bank entities expertise provided real value to VEDA.

C. Polhemus indicated working with BerryDunn provided an audit review of items that had not received as thorough a review in recent audits. Recommendations in these areas were well received and additional control measures have been implemented.

There being no other business to properly come before the Committee, on a motion by S. Voigt, seconded by T. Gallagher, the meeting adjourned at 2:03 p.m.