

AUDIT COMMITTEE MINUTES

December 9, 2021 – 2:00 p.m. PUBLIC MEETING

CITY OF PORTSMOUTH, NH – City Hall – 1 Junkins Avenue

The Audit Committee (AC) held the December 9, 2021 meeting in Conference Room A.

AC Members present: Chair Christopher M. White, Councilors Esther Kennedy and Petra Huda and Secretary Harry (Hawk) Furman.

Also present: Suzanne Woodland, Deputy City Attorney.

Call to Order

Chair White called the meeting to order at 2:04 p.m.

Chair White took roll call. Councilors Kennedy and Huda and Mr. Furman indicated that they are present.

Approval of December 1, 2021 Minutes

The minutes for the December 1, 2021 meeting were approved by unanimous vote.

Discussion of the Proposed AC Charter

There was discussion of terms of service. There was discussion of the Appointments paragraph. Members were asked to review the document once more with the intention of approving it at our next meeting on December 15, 2021.

Discussion of RFPs for Auditor and Nonattest Services Provider

The RFP for Nonattest Services was postponed. The RFP for Auditor was discussed in detail. Attorney Woodland indicated that she would provide the updated descriptions for the City by the next meeting. With this information, the AC should be able to approve the RFP. Mr. White will research how some of our potential proposer firms handle the need for nonattest services. He will report back to the AC and Attorney Woodland when he receives opinions.

There were no motions made during this discussion.

Councilor Huda moved to adjourn. Councilor Kennedy seconded. The motion passed on a 4 – 0 vote. The meeting was adjourned at 3:15 p.m.

Date approved: 12-15-2021

Minutes Respectfully Submitted by

Christopher White, Chair