

# **HARBOR BRANCH OCEANOGRAPHIC INSTITUTE**

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## FOUNDATION

**Minutes  
Audit Committee  
December 12, 2018  
Held at the Harbor Branch Oceanographic Institute  
4:00 pm**

PRESENT: Mike Brown, Sr.; John Papa\*, Chair; Mike Toner\*

ABSENT: C. Amos Bussmann

ALSO PRESENT: Debbie Dutton, Director of Operations; Katha Kissman, President & CEO; Mike O'Reilly\*, Foundation Board Chair

\*participated virtually

### **Call to Order**

The meeting was called to order by Chair Papa at 4:03 pm.

### **Approval of Minutes**

The motion to approve the minutes of the October 9, 2018 meeting passed unanimously.

### **Discussion of BDO Proposal**

Documents were provided in advance. After discussion, the motion to forward a recommendation to the Board to accept BDO's 5 year proposal which includes fees and a lead auditor change for the FY21 Audit, and to enter into a contract for the FY19 Audit, passed unanimously.

### **Discussion of Cybersecurity**

Documents were provided in advance. After discussion, the Committee asked President Kissman to gather additional information from the Foundation's IT vendor to share with the Committee.

### **Adjournment**

There being no further business the meeting was adjourned at 4:29 pm.