

**Vermont Housing and Conservation Board
Finance Committee Meeting
Wednesday, October 7, 2020
10:00am
Meeting by ZOOM Conference Call**

Attending:

Board Committee Members: Neil Mickenberg, Dave Marvin, Billy Coster
Staff: Gus Seelig, Anne Duffy, Kathy Barrows, Jen Hollar, Larry Mires,

Others Present: Sheryl Stephens Burke and Alina Korsak, Melanson Heath

Agenda

- Auditor presentation & questions
- Other business
- Adjourn

Neil called the meeting to order at 10:02 am

Auditor's Presentation

Sheryl Stephens Burke, of Melanson Heath, presented the FY2020 audit, which includes the financial statement audit as well as the federal audit. She informed the Committee members of recent staffing changes at the firm, and introduced Alina Korsak, who will be the lead Partner for next year's audit. Sheryl is transitioning out of governmental accounting. Alina introduced herself, and they both pointed out that the two staff who have worked on VHCB's our audit will continue to be on the team that works with VHCB. She thanked VHCB financial staff for their cooperation, and wanted the Board members to know what a highly competent financial team VHCB has. Internal Controls are effectively designed and functioning properly. There were no audit adjustments, and this is a clean audit with no issues or adjustments. The federal audit, which focused on the HOPWA and HOME program, is also a clean audit with no findings or issues. Final reports will include edits required by the Yellow Book; the firm is awaiting final approval on that language.

Sheryl mentioned that the Management Discussion and Analysis section (MD&A) provided a very helpful overview of the organization, its major funding sources, and its financial position. It explains the differences between the Government-wide financial statements and the Fund statements.

Sheryl highlighted a few of the statements and notes, and pointed out that the award of CRF funds was discussed in a subsequent event footnote. Discussion followed regarding the federal CRF funds which will be the major program in next year's federal audit.

Sheryl directed committee members to the Governance letter, a required piece of the audit. There were no adjustments or issues.

The Board committee has a standard practice of meeting with the auditors, without staff present, to discuss any issues that they may wish to discuss, not in the presence of staff. They met separately

with the auditors for five minutes, and upon returning to the meeting said that nothing came out of the meeting that needed to be raised with staff.

David asked if the notes on the organization's loan portfolio needed any additional language for clarification. The outcome of the discussion was to accept the current wording as sufficient.

Billy moved the recommended resolution, understanding that the note on subsequent event corrects the \$34.5 million dollar figure to \$34.25 million; David seconded.

Roll call vote:

Billy	Yes
David	Yes
Neil	Yes

Resolution: To accept the FY2020 draft audit reports as presented by Melanson CPA for publication (subject to any edits mutually agreed upon), and recommend acceptance of the final issued report to the full Board at the December meeting

The meeting was adjourned at 10:45am

Respectfully submitted,

Lawrence Mires