

4.2.1

Audit Committee Minutes

Sept. 9<sup>th</sup> 2019

Attendees: Tom Burnell, Diane Lyons, Matt Van Wormer, Steve Jenkins. Absent: Thomas Liptay

We discussed Michele Keeler, the new small claims auditor. Michele started in August and has been catching up. She will take some training in the near future. Audit committee will meet with her at our next meeting.

We discussed the new software, Envision. Tom described some of the differences/challenges they are coping with in the payroll and accts payable portions. Ultimately Tom thinks operations will run smoothly and more efficiently but there's a learning curve to overcome. Envision also has budget and negotiations components that need to be explored for next iterations of these cycles.

The committee discussed the first draft of Questar's Administrator's report.

Next meeting TBD.

Respectfully submitted by Steve Jenkins