

New Jersey Public Broadcasting Authority

Meeting of the Audit Committee

June 18, 2018 at 1:45 p.m.

New Jersey Public Broadcasting Authority
Conference Room and by Conference Call
25 S. Stockton Street
Trenton, NJ 08608

MINUTES

Michael DeCheser, Chair, Presiding

Minutes of the meeting of the New Jersey Public Broadcasting Authority (“NJPBA” or “Authority”) Audit Committee (the “Committee”) held at the New Jersey Public Broadcasting Authority Conference Room, 25 South Stockton Street, Trenton, New Jersey, 08608, and by Conference Call on Monday, June 18, 2018, at 1:45 p.m.

1. CALL TO ORDER, OPEN PUBLIC MEETINGS ACT STATEMENT AND ROLL CALL

Chair of the NJPBA Audit Committee, Mr. Michael DeCheser, called the meeting to order. Chair DeCheser read the Open Public Meetings Act statement as follows:

In accordance with the provisions of the Open Public Meetings Act of the State of New Jersey, notice of this meeting has been filed with the Office of the Secretary of State, has been posted on the appropriate bulletin boards maintained for such purposes by the Authority, and distributed by press release to two daily newspapers in New Jersey. Notice was made in advance of this meeting.

Chair DeCheser then requested a roll call. NJPBA Audit Committee Members present and participating at the meeting were Michael DeCheser, Chair; Matthew Hoban; and Christopher Mathews. Also present and participating were Kavin K. Mistry, Deputy Director, Division of Law (*via phone*); Melissa Bayly, Deputy Attorney General; Craig Ambrose, Assistant Counsel, Governor’s Authorities Unit (*via phone*); and Nichol R. Gee, Assistant Chief of Office Services, NJPBA (*taking minutes*).

2. RESOLUTION APPROVING THE MINUTES OF FEBRUARY 7, 2018 AUDIT COMMITTEE MEETING

**RESOLUTION APPROVING THE MINUTES
OF THE FEBRUARY 7, 2018 AUDIT COMMITTEE MEETING**

WHEREAS, the New Jersey Public Broadcasting Authority (the “Authority”) was created pursuant to the New Jersey Public Broadcasting Authority Act of 1968, L. 1968, c. 405, as amended (the “Original Act”), including by the New Jersey Public Broadcasting System Transfer Act, L. 2010, c. 104 (the “Transfer Act,” and together with the Original Act, the “Act”); and

WHEREAS, the Members of the Audit Committee established pursuant to Article IX, Section 2 of the By-Laws of the Authority desire to approve the minutes of the February 7, 2018 meeting of the Audit Committee, attached hereto as Exhibit A.

NOW, THEREFORE, BE IT RESOLVED BY THE MEMBERS OF THE AUDIT COMMITTEE OF THE NEW JERSEY PUBLIC BROADCASTING AUTHORITY AS FOLLOWS:

1. The Members of the Audit Committee hereby approve the minutes of the February 7, 2018 meeting of the Audit Committee.
2. This resolution shall take effect immediately in accordance with the Act.

Chair DeCheser asked for a motion to approve a Resolution Approving the Minutes of the February 7, 2018 Audit Committee Meeting. Mr. Mathews made a motion to approve the resolution. Mr. Hoban seconded the motion. Chair DeCheser asked for a voice vote. The motion to approve the Resolution Approving the Minutes of the February 7, 2018 Audit Committee Meeting was voted upon and approved unanimously.

3. RESOLUTION RECOMMENDING THE ENGAGEMENT OF AN INDEPENDENT AUDITOR TO THE NEW JERSEY PUBLIC BROADCASTING AUTHORITY

RESOLUTION RECOMMENDING THE ENGAGEMENT OF AN INDEPENDENT AUDITOR TO THE NEW JERSEY PUBLIC BROADCASTING AUTHORITY

WHEREAS, the New Jersey Public Broadcasting Authority (the “Authority”) was created pursuant to the New Jersey Public Broadcasting Authority Act of 1968, L. 1968, c. 405, as amended (the “Original Act”), including by the New Jersey Public Broadcasting System Transfer Act, L. 2010, c. 104 (the “Transfer Act,” and together with the Original Act, the “Act”); and

WHEREAS, the Audit Committee established pursuant to Article IX, Section 2 of the By-Laws of the Authority and in accordance with the requirements of Executive Order No. 122 (McGreevey 2004) (“EO 122”) has received the recommendation of the Authority’s EO 122 Evaluation Committee for the Authority to engage the firm of Mercadien, P.C. to provide independent auditor services in accordance with the “Request for Quote for Independent Audit Services” for the retention of an independent auditor for the Authority (the “RFP”);

WHEREAS, the Audit Committee has reviewed the EO 122 Evaluation Committee’s recommendation and the Audit Committee concurs with the recommendation of the EO 122 Evaluation Committee; and

WHEREAS, the Audit Committee, in accordance with EO 122, wishes to recommend the engagement of Mercadien, P.C. by the Authority to provide services as the independent auditor to the Authority in accordance with the terms of the response submitted by Mercadien, P.C. to the RFP.

NOW, THEREFORE, BE IT RESOLVED BY THE MEMBERS OF THE AUDIT COMMITTEE OF THE NEW JERSEY PUBLIC BROADCASTING AUTHORITY AS FOLLOWS:

1. The Audit Committee hereby recommends to the Authority that the firm of Mercadien, P.C. be engaged by the Authority to provide independent auditor services to the Authority in accordance with terms of the response submitted by Mercadien, P.C. to the RFP.
2. This resolution shall take effect immediately in accordance with the Act.

Chair DeCheser asked for a motion to approve the Resolution Recommending the Engagement of an Independent Auditor to the New Jersey Public Broadcasting Authority. Mr. Mathews made a motion to approve the resolution. Mr. Hoban seconded the motion. Chair DeCheser asked for a roll call vote. The motion to approve the Resolution Recommending the Engagement of an Independent Auditor to the New Jersey Public Broadcasting Authority was voted upon and approved unanimously.

4. ADJOURNMENT

Chair DeCheser thanked everyone for their participation and asked for a motion to adjourn. Mr. Hoban made a motion to adjourn the meeting. Mr. Mathews seconded the motion. Chair DeCheser asked for a voice vote. The motion was voted upon and approved unanimously. The meeting was adjourned at 1:47 p.m.