

On **WEDNESDAY, DECEMBER 13, 2023**, the **FINANCE COMMITTEE** of the Greater Orlando Aviation Authority met in the Carl T. Langford Board Room located in the main terminal building at the Orlando International Airport (MCO), One Jeff Fuqua Boulevard, Orlando, Florida. Chairman Good called the meeting to order at 1:45 p.m. The meeting was posted in accordance with Florida Statutes and a quorum was present.

Committee members present, M. Carson Good, Chairman
 Mayor Buddy Dyer
 Tim Weisheyer (arrived at 1:46 p.m.)
 Belinda Kirkegard (alternate)

Also present, Kevin J. Thibault, Chief Executive Officer
 Kathleen Sharman, Chief Financial Officer
 Yovannie Rodriguez, Chief Administrative Officer
 Anthony Davit, Chief Operating Officer
 Kenyatta Lee, Chief of External Affairs
 Dan Gerber, General Counsel
 Aracelis Mercado, Assistant to the Chief Executive Officer
 Anna Farmer, Manager, Board Services and Recording Secretary

For individuals who conduct lobbying activities with Aviation Authority employees or Board members, registration with the Aviation Authority is required each year prior to conducting any lobbying activities. A statement of expenditures incurred in connection with those lobbying instances should also be filed prior to April 1 of each year for the preceding year. Lobbying any Aviation Authority Staff who are members of any committee responsible for ranking Proposals, Letters of Interest, Statements of Qualifications or Bids and thereafter forwarding those recommendations to the Board and/or Board Members is prohibited from the time that a Request for Proposals, Request for Letters of Interests, Request for Qualifications or Request for Bids is released to the time that the Board makes an award. As adopted by the Board, lobbyists are now required to sign-in at the Aviation Authority offices prior to any meetings with Staff or Board members. In the event a lobbyist meets with or otherwise communicates with Staff or a Board member at a location other than the Aviation Authority offices, the lobbyist shall file a Notice of Lobbying (Form 4) detailing each instance of lobbying to the Aviation Authority within 7 calendar days of such lobbying. Lobbyists will also provide a notice to the Aviation Authority when meeting with the Mayor of the City of Orlando or the Mayor of Orange County at their offices. The policy, forms, and instructions are available in the Aviation Authority's offices and the web site. Please contact the Chief Administrative Officer with questions at (407) 825-7105.

MINUTES

1. Upon motion by Mayor Dyer, second by Mrs. Kirkegard, motion passed to accept the October 13, 2023, Finance Committee minutes, as written.

PRESENTATION OF COMMUNICATION WITH THOSE CHARGED WITH GOVERNANCE AUDIT PLANNING 2023

2. Ms. Sharman introduced the presenter, Joel Knopp, Partner of MSL, who provided a brief overview of the audit plan and communications letter. A copy of Mr. Knopp's handout is on file with the Manager of Board Services.

Upon motion by Mr. Weisheyer, second by Mayor Dyer, vote carried to approve the agenda as presented.

CONSENT AGENDA

3. Consent Agenda Items

A. 2023-2024 Annual Audit Plan

INFORMATION ITEMS

4. Ms. Sharman indicated that the following items were for informational purposes only:

- A. Presentation of the Aviation Authority's Fiscal Year 2024 Budget Report (Draft) for the Distinguished Budget Presentation Award by the Government Finance Officers Association
- B. Internal Audit Annual Report for the fiscal year ended September 30, 2023

Mr. Weisheyer commended the Finance department and the work they do.

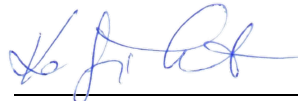
ADJOURNMENT

5. There being no further business to be considered, Chairman Good adjourned the meeting at 1:49 p.m.

(Digitally signed on January 17, 2024)



Anna Farmer
Manager, Board Services and Recording Secretary



Kevin J. Thibault
Chief Executive Officer