



VISIT

NEWPORT BEACH CALIFORNIA

Audit Committee Meeting

Visit Newport Beach

620 Newport Center Dr., Elite Board Room

September 19, 2022

10:30 a.m.

Members

X	Candace Bisconte, Chairperson	X	Joe Stapleton, Member at Large
E	Homer Bludau, Member at Large	X	Michael Gomez, Deputy City Finance Director
X	Sharon Wood, Member at Large		

Staff and Audit Firm Represented

X	Gary Sherwin, President & CEO	X	Kendall Merkley, KMJ Corbin – Partner
X	Lily Pearson, VP of Finance	X	Yolanda Solis, KMJ Corbin - Manager
X	Kaycee Robison, Finance		

X – In Attendance A – Absent E – Excused

Call to Order

Ms. Bisconte called the meeting to order at 10:30 AM.

Approval of Minutes

Ms. Bisconte asked for a motion to approve the audit committee minutes of September 20, 2021. Mr. Stapleton made the motion to approve, Ms. Wood seconded. Minutes approved.

Presentation of 2021-2022 Fiscal Year Audit

Ms. Bisconte welcomed the KMJ Corbin auditors, Kendall Merkley and Yolanda Solis. Mr. Merkley reviewed the Visit Newport Beach audit with the audit committee. The audit field work was completed remotely through secure portals and all requests were provided by Visit Newport Beach in a timely manner. The clean audit report is expected to be issued to the City of Newport Beach by September 20, 2022. The tax returns will be completed by November 15, 2022. There were no disagreements with the Visit Newport Beach management team and all financial reporting has been deemed reasonable and consistent. Mr. Merkley reviewed the charges from Newport Beach & Company to Visit Newport Beach and stated that there was a flux in expenditures caused by the lifting of Covid-19 restrictions. For the year ended June 30, 2022, Visit Newport Beach incurred approximately \$1.8 million related to general, administrative, payroll, and other direct marketing costs from Newport Beach & Company which were recorded in marketing expenses in the Statement of Activities. Mr. Merkley reviewed recent accounting pronouncements and expenditures testing. Mr. Merkley stated the 2022 Expenditures Report for the year ended June 30, 2022, is fairly stated with no adjustments.

Approval

Ms. Wood moved to approve the 2021-2022 Draft Audit Report for Visit Newport Beach. Mr. Bludau seconded. Motion approved.

Adjournment

Ms. Bisconte adjourned the meeting at 10:55 a.m.

Respectfully submitted by:

Approved by:

Kaycee Robison, Recording Secretary

Candace Bisconte, Chairperson