



Downtown Improvement Board
Audit Meeting
Tuesday December 9th, 2025, 1:15
AGENDA

Attendance: Chris McKean, Chairman, Nathan Holler, William Merrill, Sara Papantonio, Rafael Simpson, Allison Patton, Mike Kohler, Walker Wilson, Executive Director, Cailin Feagles, Director of Operations & Events

- I. Call to Order
 - a. The meeting is called to order at 1:18 PM.

- II. Recurring Agenda
 - a. Mr. Walker Wilson confirms the meeting is properly noticed.
 - b. The meeting agenda for December 9th, 2025, is motioned, seconded, and unanimously approved.

- III. New Business
 - a. 2024/2025 DIB Audit
 - The audit findings included some discrepancies in our budget and the financials provided by our accounting office. Some of these issues were caused by the accounting office incorrectly inputting information. It is thought that some of the errors could have been caused by the change in budget after the changes occurred with the CRA TIF. All spending has been accounted for but was not properly inputted in the financials by accounting firm
 - Moving forward, if there are ever any changes in the budget, an amended budget must be submitted within 60 days of the closing of the fiscal year. The board discusses having a mid-year check-in to see if an amended budget should be submitted.
 - Walker Wilson is putting together an internal process to track financials closer to be able to detect errors throughout the year.
 - The board will be looking for a new firm for accounting services and would like a presence at future board meetings with the new firm.
 - Walker Wilson to collect quotes for a new accounting firm with a goal start date of January 1st.
 - Walker Wilson to draft a letter to the current accounting firm.
 - Management's response to finalize the audit is due by the end of January.

- VIII. Public Comment

- IX. Adjournment

Next meeting – December 9th, 2025
(*) = approval item