**Finance Committee Meeting Minutes**

**1675 South Park**

**7/12/2018**

**Attendees: Jim Eaton (phone), Matt Overfield, John Sexton (phone) & Mike Schaffstall (phone)**

**7/12/18 Finance Committee Meeting**

The focus of the meeting was to make a selection of our new audit firm. We received three responses to our Request for Proposal. The three responses came from RDG + Partners (RDG), Bonadio and Freed Maxick (Freed). The three proposals were sent to the Finance Committee on 7/3 and a summary of high level points was sent on 7/6 for review prior to our call (see attached).

All three proposals were strong and all three firms followed up with us via phone calls. The pricing from the three quotes was different in RDG quoted $10,000 which included implementation of ASU 2016-14 while Bonadio and Freed quoted $10,500 and $11,200 respectively plus a one time fee of $2,500 for ASU 2016-14. While implementation of ASU 2016-14 is not required in 2018 it is a cost that would have to be incurred at some point over the next three years. It should be noted that while this is a significant increase (percentage wise) from our previous auditing firm, it is within industry standards. All three firms are offering significant discounts from their standard hourly rates.

There were a few distinguishing factors between the three firms outside of price. Both Bonadio and RDG has Habitat affiliate experience. While Freed has a very strong Non-profit practice, they did not offer any prior Habitat affiliate experience. This was a key factor in narrowing our field down to two firms.

Based on the detail in the proposals RDG offered more dedicated staff and partner hours to the engagement than Bonadio and Freed. The committee felt that this was important during the transition to a new firm. RDG also portrayed their approach as more consultative in nature which was a differentiator in the proposals. RDG also specifically stated that routine calls would not be billed while the lack of this language in the Bonadio proposal implied their may be more extra billing.

The consensus of the Finance committee was to go with RDG. Mike and Teresa will reach out next week to RDG. We will also work on a letter thanking both Bonadio and Freed for their quality proposals.

The next meeting will be scheduled in August once we hear back from our two potential Finance Committee additions.