

**THE MINUTES OF THE REGULAR MEETING OF THE AUDIT COMMITTEE OF  
THE METROPOLITAN ZOOLOGICAL PARK AND MUSEUM DISTRICT**

St. Louis, Missouri  
September 1, 2020

A regular meeting of the Audit Committee of the Metropolitan Zoological Park and Museum District was held via Zoom at 7733 Forsyth Blvd., Suite 550 at 11:15 a.m. on Tuesday, September 1, 2020. The primary purpose of the meeting was to discuss the issuance of an RFP for banking services.

Thomas Mummert, Audit Committee Chair, called the meeting to order. Upon roll call, the following Audit Committee members were present: Pat Coleman, Jill Nowak, and Thomas Mummert. Other persons attending the meeting included District Chair, Robert Eggmann and District employees: J. Patrick Dougherty and Matthew Pollock.

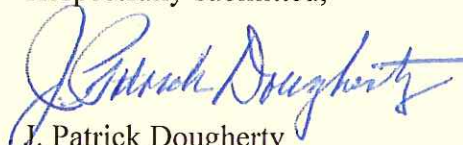
Public Comments: Mr. Mummert, Audit Committee Chair, asked for public comments; none resulted.

Approval of Minutes: Mr. Mummert called for the approval of the Regular Meeting minutes from the April 6, 2020 Audit Committee meeting. Ms. Coleman moved that the minutes be approved. Ms. Nowak seconded the motion. The motion to approve the April 6, 2020 Audit Committee minutes was approved with all Audit Committee members voting "Aye".

Banking Services RFP: Mr. Mummert began the discussion by highlighting the District's interest in issuing an RFP for banking services. He then asked Mr. Dougherty to provide an overview of the District's process for collecting, depositing, and disbursing tax revenue. Mr. Dougherty informed the Audit Committee that the two major sources of tax revenue come from the County and City. He continued by describing the way the tax revenue is received by the District, for example ACH, bank courier, and checks received in the mail. Mr. Dougherty explained the various roles of each District staff member as it pertains to the banking process. Mr. Dougherty also provided some key features of the District's current banking relationship. Mr. Mummert referenced the draft RFP and asked the other Audit Committee members to comment. A detailed discussion ensued. The Audit Committee members will provide written comments and suggestions to Mr. Dougherty. He will then incorporate the suggestions and provide an updated draft of the RFP to the Audit Committee by email. Additionally, the Audit Committee will consult with the District's Legal Counsel regarding the inclusion of a confidentiality statement in the RFP. Mr. Dougherty summarized the District's process for posting RFPs. Audit Committee members were also encouraged to inform any of their banking contacts of the District's RFP. Following the discussion, Ms. Nowak moved to approve the issuance of an RFP and grants Mr. Dougherty the authority to make revisions, as necessary. Ms. Coleman seconded the motion. There was an understanding that the draft RFP may be revised, and an updated draft may be provided to the Audit Committee. The motion to approve the RFP, as may be revised, was approved with all Audit Committee members voting "Aye".

There being no other business to come before the Audit Committee, Ms. Nowak moved that the meeting be adjourned; Ms. Coleman seconded the motion. The motion was unanimously approved. The meeting adjourned at 11:40 a.m.

Respectfully submitted,

  
J. Patrick Dougherty  
Acting Secretary