

DOUGLAS HENRY STATE MUSEUM COMMISSION
AUDIT COMMITTEE (AFC) MEETING

AGENDA

TENNESSEE STATE MUSEUM
CONFERENCE ROOM
1000 ROSA L. PARKS BOULEVARD, NASHVILLE
OCTOBER 9, 2023
9:00 A.M. CT

- I. Call to Order
- II. Roll Call
- III. Approval of the July 19, 2021 Meeting Minutes
(A Quorum was not present at the October 3, 2022 AFC meeting to approve the minutes.)
- IV. Approval of the October 3, 2022 Meeting Minutes
- V. Discussion of Audit Committee Responsibilities
Deputy Director Sabrina Hooper
Meeting Booklet 1 of 2
 - Audit Committee Charter
 - Overview of Key Responsibilities
 - DOHR Annual Policies and Procedures Acknowledgement by Staff
 - Management and Employee Responsibility for Identifying Fraud Letter, January 9, 2023
 - Code of Ethics Revised September 20, 2017 w/Forms
 - Collections Staff Annual CMP Acknowledgement Form 2023 signed
 - DHSMC Quorum Standards Report 7/1/2022 through 6/30/2023
 - DHSMC Annual Code of Conduct Verification Form Report (Oral Report)Meeting Booklet 2 of 2
 - Annual Risk Assessment Draft; December, 2023
 - Corrective Action Plan - - Progress Report September 30, 2023
 - Letter to Comptroller - June 28, 2019
 - DHSMC Letter to Commissioner Branscom - January 27, 2021
 - Response from Commissioner Branscom - February 17, 2021
Included in Meeting Materials as a Separate Document
Performance Audit Report - - May 30, 2019
- VI. Adjournment