

Officers: Chairman, Jon Cox, Vice-Chair, Carol Kilko, Secretary, John Rampulla, Treasurer, Harold Brandt, Delegate Member, Kelly Neiderer
Directors: Todd Campbell, Patrick Dennis, Lutricia Eberly, Lorelee Isbell, Lauren Isch, Don Kibler, Kyle Miller, Deb Pierson, and Morgan Rector

230 S SPORTING HILL ROAD, SUITE 100, MECHANICSBURG, PA 17050

BOARD OF DIRECTORS MEETING MINUTES
March 24, 2026 @ 8:00 a.m.

ATTENDANCE:

Board of Directors

Kristine Becker, Harold Brandt, Todd Campbell, Jon Cox, Patrick Dennis, Lutricia Eberly, Lorelee Isbell, Lauren Isch, Don Kibler, Kelly Neiderer, Deb Pierson, John Rampulla, and Morgan Rector

Excused: Carol Kilko and Kyle Miller

CAEDC Staff and Other Attendees

Commissioner Gary Eichelberger, Kevin Stouffer (SEK), and Lindsey Hoff (SEK)
Janet Anderson, Laura Delaney, Greg Welker, Julie Koranda, and Doreen Edwards

CALL TO ORDER

Chair Jon Cox called the meeting to order at 8:00 a.m., noting that a quorum was present.

PUBLIC COMMENT

There were no members of the public present, and no public comment was received.

CAEDC 2025 AUDIT

Board Chair John Cox called the special meeting to order at 8:00 AM. Chair Cox welcomed two new board members, Lutricia Eberly and Lorelee Isbell, noting this was a special meeting called specifically to review the 2025 audited financial statements. Chair Cox noted that regular full board meetings are held every other month, with the next scheduled for April.

Presentation By SEK – Kevin Stouffer

Kevin Stouffer of Smith Elliott Kearns & Company presented a summary of the audit results on behalf of SEK. Three documents were referenced: the audited financial statements, the management letter, and the required communications letter with those charged with governance.

Audit Opinion

SEK issued an unmodified audit opinion on CAEDC's financial statements, the highest level of opinion that can be issued. This opinion indicates that the financial statements are materially correct. Mr. Stouffer stated that the audit does not constitute a review of every transaction, nor is it an opinion on internal controls or a fraud investigation. A sampling methodology was used.

Management Letter & Required Communications

- Required Communications Letter: No significant issues or disagreements with management on accounting principles were identified. Standard communications letter issued.
- Management Letter: No audit findings, material weaknesses, or significant deficiencies in internal controls were identified.
- Upcoming Standards: SEK noted that new GASB standards will impact future financial statements, primarily affecting terminology and classification. No significant financial impact is anticipated for CAEDC. SEK will assist with implementation as standards become effective.

Board Discussion

Hotel tax revenue is not classified as restricted funding because it is fully expended on qualifying tourism expenditures within the fiscal year, leaving no residual restricted balance at year-end. The auditor reviews tourism-related expenditures annually to confirm this treatment. A multi-year tracking spreadsheet illustrating cumulative revenue versus expenditures will be shared with management for reference.

The Management Discussion & Analysis section, while technically required under GASB standards, has been voluntarily omitted from the financial statements for an extended period, a practice that predates both current management and the current auditor. The only consequence is a disclosure note in the audit opinion. Mr. Stouffer noted this approach is not uncommon, with roughly 20–25% of the governmental entities his firm audits making the same election.

Finance Committee Note

Chair Cox acknowledged that the Finance Committee met with SEK the previous Thursday to review a draft of the financial statements. A few minor comments were raised regarding labeling and the clarity of certain notes, all which SEK incorporated into the final document.

Chair Cox thanked Janet, Julie, and the management team for completing the audit within the required 90 -day deadline from fiscal year-end (December 31) and noted its importance for the County's consolidated audit.

On a motion by Deb Pierson, seconded by Don Kibler, the Board accepted the 2025 Audited Financial Statements as presented by SEK. Commissioner Neiderer abstained. The motion passed.

ADJOURNMENT

On a motion by Don Kibler, seconded by Lauren Isch, the meeting was adjourned at 8:57 a.m.