

**CHAPLIN BOARD OF FINANCE**

**SPECIAL MEETING AGENDA – AUDIT SUB-COMMITTEE**

**Tuesday, October 23, 2018 – 7:00 PM – Town Hall**

1. Call to order by Chairperson.
2. Introduction of Sub-Committee members.
3. Review requirements for creating and issuing an audit Request For Proposal.
  - a. Review RFP process.
  - b. Review current RFP template and Chaplin BOF RFP from 2012.
  - c. Review methods and venues for RFP publicity.
  - d. Review schedule for RFP process.
  - e. Review other RFP issues.
4. Adjourn.

Submitted by: Richard G. Weingart, Chair, Board of Finance