



**Town of Mason Mayor & Board of Aldermen  
Special Call Board Meeting Minutes  
Wednesday, May 19, 2021, 6:57PM**

**CALL TO ORDER:** Vice Mayor Virginia Rivers in the absence of Mayor Gooden

**OPENING PRAYER:** Alderwoman Carolyn Catron

**ROLL CALL:** Alderwoman Virginia Rivers, Alderwoman Carolyn Catron, Alderwoman Celia Chastain, Alderwoman Shate' Toliver, Alderman Sylvester Harvey, (Alderman Eddie Noeman was absent), (Ms. Reva Marshall was unavailable) and Town Recorder Lureatha Harris

**OTHERS IN ATTENDANCE:** Norma Davis, Assistant to the Mayor/Office Manager; Matt Woods with Alexander Thompson & Arnold, Comptrollers' Office (ATA); Ronda Hughey, Financial Consultant  
Ms. Davis and Mr. Woods were both conferenced in the meeting, I am not certain what happened because they were no longer heard on the call.

**NEW BUSINESS:**

**1. TO DISCUSS THE FY19 AUDIT ONLY**

Mrs. Hughey informed the Board that this was a working session for thoughts and concerns. The Town has more assets than debts for Fiscal Year 2019.

**DISCUSSIONS:**

**TOWN OF MASON, TENNESSEE FINANCIAL STATEMENTS AND SUPPLEMENTARY INFORMATION FOR THE FISCAL YEAR ENDED JUNE 30, 2019, DRAFT**

- Interfund Transfers Outstanding-Due To Due From, transfers were made subsequent to the audit. The numbers are going down.
- Past outstanding debts
- Accounts Receivables-Implemented United Systems
- Schedule of long-term debt
- Financial statement findings
- Audits to be completed in a timely fashion/on time
- Looking into possibly using a bar scan for inventory
- Mrs. Hughey will keep the Board posted on the Internal Controls Policy
- Deficit fund balance
- Water loss capitalization

- Reconciliations, journal entries, and credit card balances
- Travel advances, documentations corrected
- Segregation of Duties Policy was passed in May of 2019, Mrs. Hughey will follow-up on this one.
- Mrs. Hughey suggested more community events to speak with the constituents about where we were, and where we are now.
- Town Hall Meetings for transparency
- Be proactive instead of reactive

**\*NO OTHER BUSINESS WILL BE DISCUSSED\***

**CLOSING PRAYER:** Alderman Sylvester Harvey

**Motion to Adjourn:** Alderman Harvey made a motion to adjourn, and the motion was 2<sup>nd</sup> by Alderwoman Toliver: vote passed 5-0 Meeting adjourned at 7:32PM

\_\_\_\_\_  
Emmit Gooden, Mayor  
Virginia Rivers, Vice Mayor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Lureatha Harris, Town Recorder