

**STATE BOARD OF EDUCATION
AUDIT COMMITTEE**STATE OF IDAHO
BOARD OF EDUCATION

**APPROVED MINUTES
STATE BOARD OF EDUCATION AUDIT COMMITTEE
November 13, 2014**

A regular meeting of the Audit Committee of the State Board of Education was held November 13, 2014 in Boise, Idaho and via video conference call throughout Idaho.

ATTENDANCE

Committee: Emma Atchley, Chair, Don Soltman, Bill Goesling, Mark Heil

Board staff: Scott Christie, Matt Freeman

Moss Adams: Mary Case, Scott Simpson, Pam Cleaver, Tammy Erickson

BSU: Stacy Pearson, Jo Ellen Dinucci, Suzanne Adams, Larry Harmon, Kevin Satterlee, Mark Eisenman

ISU: Jim Fletcher, Brant Wright, Angie Dobbins, Reese Jensen

UI: Ron Smith, Dan Stephens, John Keatts, Ron Town, Delaine Flomer, Brad White

LCSC: Chet Herbst, Jeff Phelps, Teresa Cole

AGENDA**1. Approve June 10, 2014 Meeting Minutes**

The meeting minutes of the June 10th 2014 Audit Committee meeting were approved unanimously as presented.

2. Moss Adams FY 2014 Audit Report

Mary Case, Scott Simpson, Pam Cleaver and Tammy Erickson reviewed the results of the FY 14 audits.

3. Year-end FY 2014 Financial Reports

The institutions presented their year-end FY 2014 financial statements. The Committee directed staff to request Moss Adams' findings from their review of capital asset useful lives.

The Committee directed staff to reinstate the December 8th meeting as a conference call to review the 1st quarter financial reviews.

The institutions agreed to use 1.13% factor for the Net Operating ratio. Staff will revise prior year ratios for the years shown in the current reports.

4. Boise State University Alumni Association Operating Agreement

Boise State University indicated the Executive Director for the Alumni Association reported to the Vice President for Advancement and neither had check signing authority. The operating agreement was approved unanimously and will be forwarded to the Board at the February meeting.

5. Institution Internal Audit Year-End Reports

The internal auditors for the 4-year institutions reviewed the year-end reports. The Committee directed staff to request a copy of the performance appraisal of the internal auditor from each institution.

6. External Audit Contract

Staff informed the Committee that the audit contract would need to go out to bid for the FY 2016 audit year starting January 1, 2016. Staff will work with Division of Purchasing to determine preliminary steps. Staff will also schedule a conference call before the March Audit Committee meeting to gather feedback from the institutions regarding Moss Adams and the process going forward. Staff will provide a preliminary update at the December 8th conference call.

7. Audit Committee 2015 Calendar

The Committee directed staff to schedule meetings in 2015. Staff suggests the following tentative schedule:

March 11, 2015	9-5pm (Mountain)	video conference
June 10, 2015	9-5pm (Mountain)	video conference
November 10, 2015	9-5pm (Mountain)	in-person
December 9, 2015	1-5pm (Mountain)	conference call

The Committee also discussed new outside committee members. Staff will provide information for candidates at the December 8th conference call. Staff will prepare an agenda for the December Board meeting to reappoint Mark Heil.

Meeting adjourned at 3:00 pm (Mountain)