May 12, 2011
2:30 p.m.

MINUTES

Committee Members Present:
Cliff Altfeld, Chair
Jeffrey Abbott
Robert O’Toole, Co-Chair

Committee Members Absent:
None

Others Present:
Adrienne Sanchez, Interim Chief Financial Officer
Michele Gutierrez, Senior Staff Assistant I to the Governing Board

ITEM ACTION

MEETING CALLED TO ORDER – Cliff Altfeld called the meeting to order at 2:40 p.m.

CALL TO THE AUDIENCE
No one requested to speak.

STUDY/ACTION ITEMS

1. Upcoming Audit Issues and Scheduling
Adrienne Sanchez informed the committee that there are four annual audits coming up and one them is the USFR.

Persons commenting, asking questions, or providing information were Jeffrey Abbott, Cliff Altfeld, Robert O’Toole and Adrienne Sanchez.

2. Semi-annual Report to Governing Board
Robert O’Toole presented the Audit committee’s semi-annual report at the May 10, 2011 Governing Board meeting.

Persons commenting, asking questions, or providing information were Jeffrey Abbott Cliff, Altfeld, and Robert O’Toole.
3. Computation of AZDOE Financial Penalty
Adrienne Sanchez informed the committee of Mr. Hupperthal’s potential financial penalty decision for the district.

Persons commenting, asking questions, or providing information were Jeffrey Abbott Cliff, Altfeld, Robert O’Toole and Adrianne Sanchez.

4. Monthly Budget Update
Adrienne Sanchez reported on the budget. She reported that State aid would be reduced.

Persons commenting, asking questions, or providing information were Jeffrey Abbott, Cliff Altfeld, Robert O’Toole, and Adrianne Sanchez.

5. ERP Status and Milestones
Adrienne Sanchez reported that the district is doing a procurement for a consultant.

Persons commenting, asking questions, or providing information were Jeffrey Abbott Cliff, Altfeld, Robert O’Toole and Adrianne Sanchez.

6. RFP for TUSD Payroll Process
Adrienne Sanchez reported that an RFP was issued, proposals have been received, and progress is being made.

Persons commenting, asking questions, or providing information were Jeffrey Abbott Cliff, Altfeld, Robert O’Toole and Adrianne Sanchez.

7. Proposed Agenda Items and/or Additional RFI’s
Agenda items for June 23, 2011 meeting: List the ongoing items and add Attendance Accounting Audit and Update on Inventory Plans for Inventory Control.

Persons commenting, asking questions, or providing information were Jeffrey Abbott, Cliff Altfeld, Robert O’Toole and Adrianne Sanchez.

8. Possible Rescheduling Meeting Time and Dates
Next meeting is scheduled for June 23, 2011 at 2:30 p.m.

Persons commenting, asking questions, or providing information were Jeffrey Abbott Cliff, Altfeld, Robert O’Toole and Adrianne Sanchez.
MEETING ADJOURNED 3:37 p.m.

Robert O'Toole moved approval to adjourn. Jeffrey Abbott seconded. Approved, 3-0

Approved this 23rd day of June, 2011.

TUSD GOVERNING BOARD AUDIT COMMITTEE

By

Clifford Altfeld
Audit Committee Chair

mcg
05-12-11 Audit Committee/Minutes