

## **MINUTES FOR AUDIT COMMITTEE MEETING (Friday, December 13, 2019)**

Details regarding discussions are available via the audio recordings posted on the TUSD Audit Committee page on the TUSD website at <http://govboard.tusd1.org/Board-Committees/Audit-Committee>.

### **Members Present:**

Jimmy Lovelace, Vice-Chair  
Leila Counts, Governing Board Member  
Ravi Grivois-Shah, MD  
William Kelly, Ed.D.  
Rachel Wall  
Bernie Wiegandt

### **Committee Member(s) Not Present:**

Darin Guthrie, Chair  
Sarina Martinez

### **Others:**

Renee Weatherless, Executive Director, Finance  
Robert S. Ross, Jr., General Counsel, Legal Services  
Vanessa Hernandez, Executive Assistant, Finance  
Martha Smith, Internal Auditor

**Meeting called to order at 2:06 p.m.**

### **1. PUBLIC NOTICE**

**Procedural: 1.01 Notice of Meeting and Procedures**

### **2. OPENING OF MEETING – 2:06 p.m.**

**Procedural: 2.01 Call to Order – 2:06 p.m.**

Roll Call – Audit Committee attendance was established via self-introductions.

**Action: 2.02 Introduction of New Internal Auditor – 2:06 p.m.**

Internal Auditor, Martha Smith, was introduced to the Committee.

**Action: 2.03 Agenda Adjustments – 2:07 p.m.**

**Motion to approve the December 13, 2019 Agenda as submitted.**

The committee was in consensus of the agenda being set.

### **3. CALL TO THE AUDIENCE – 2:07 p.m.**

There were no persons wishing to speak.

### **4. ACTION ITEM(S) – Action, Minutes: 4.01 Minutes of Audit Committee Meeting – November 22, 2019 – 2:08 p.m.**

Resolution: Motion to approve the November 22, 2019 Audit Committee meeting minutes as submitted.

Motion by Ravi Grivois-Shah, second by Bernie Wiegandt.

Final Resolution: Motion Passed

Yes: Ravi Grivois-Shah, William Kelly, Jimmy Lovelace, and Bernie Wiegandt.

Abstained: Rachel Wall

### **5. STUDY/ACTION(S) – Study/Action: 5.01 Update/Status Report from Internal Auditor – 2:10 p.m.**

Martha Smith presented information to the Committee regarding the Charter and Audit Plan and also responded to Committee member inquiries.

Persons commenting and/or asking questions were Jimmy Lovelace, Rachel Wall, William Kelly, and Ravi Grivois-Shah. Rob Ross commented.

#### **Motion to accept the new Internal Auditor's report as written.**

Motion by Jimmy Lovelace, second by William Kelly.

Final Resolution: Motion Passed

Yes: Unanimous. Ravi Grivois-Shah, William Kelly, Jimmy Lovelace, Rachel Wall and Bernie Wiegandt.

#### **Study/Action: 5.02 Fund Balance with Cash Report – with reconciliation of cash to fund balance – 2:46 p.m.**

STUDIED ONLY

Renee Weatherless provided information and responded to Committee member inquiries.

Persons commenting and/or asking questions were Jimmy Lovelace, Ravi Grivois-Shah, William Kelly, and Bernie Wiegandt. Rob Ross commented.

#### **Study/Action: 5.03 Internal Reporting of Student Activity Funds to School Sites – Revenue Transaction History for African American Club FY19 – 2:52 p.m.**

STUDIED ONLY

Renee Weatherless provided information and responded to Committee member inquiries.

Persons commenting and/or asking questions were Jimmy Lovelace, William Kelly, Leila Counts, and Ravi Grivois-Shah. Rob Ross commented.

**Study/Action: 5.04 FY20 Expenditure Update – November 2019 – 3:11 p.m.**

STUDIED ONLY

Renee Weatherless provided information and responded to Committee member inquiries.

Persons commenting and/or asking questions were Ravi Grivois-Shah, Jimmy Lovelace, and Rachel Wall.

**Study/Action: 5.05 Standing Item: Charge to the Audit Committee by Regular TUSD Governing Board – 3:24 p.m.**

Renee Weatherless provided information and responded to Committee member inquiries.

Persons commenting and/or asking questions were Jimmy Lovelace, Ravi Grivois-Shah, and Leila Counts. Rob Ross commented.

**Study/Action: 5.06 Standing Item: Complaints Received via Various Avenues – 4:12 p.m.**

STUDIED ONLY

Rob Ross provided information and responded to Committee member inquiries.

Person commenting and/or asking questions was Jimmy Lovelace. Will work to schedule a meeting with Darin Guthrie and Rob Ross.

**Study/Action: 5.07 Standing Item: Request for Information (RFI) Request by Audit Committee – 4:16 p.m.**

Jimmy Lovelace indicated Darin Guthrie had a request for a future meeting.

**Study/Action: 5.08 Meeting Date/Time – 4:16 p.m.**

Jimmy Lovelace indicated to Martha Smith, Internal Auditor, that her presence was anticipated at each Committee meeting.

**Study/Action: 5.09 Future Items – ITEM NOT ADDRESSED**

**6. ADJOURN MEETING**

**Action: 6.01 Adjourn Audit Committee Meeting – 4:18 p.m.**

**Resolution: Motion to adjourn Audit Committee meeting.**

Motion by William Kelly, second by Ravi Grivois-Shah.

Final Resolution: Motion Passed

Yes: Ravi Grivois-Shah, William Kelly, Jimmy Lovelace, Rachel Wall, and Bernie Wiegandt.

Approved this 24<sup>th</sup> day of January, 2020.

TUSD GOVERNING BOARD AUDIT COMMITTEE

By \_\_\_\_\_  
Jimmy Lovelace  
Audit Committee Co-Chair