

AUDIT COMMITTEE MEETING MINUTES

Florida A&M University Foundation Board of Directors

Spring 2019 FAMU Foundation Board Meeting

Thursday, May 16, 2019 * 3:15 p.m. – 4:00 p.m.

Hyatt Regency Birmingham – The Wynfrey Hotel * Birmingham, AL

Committee Members Present

Director John Green, *Chair*

Director Twuanna Munroe Ward, *Vice Chair*

Chan Bryant Abney

Director Hosetta Coleman^T

Director Wanda Ford

Director Monica Williams Harris

Director Thomas Jones, Jr.

Director Akunna Olumba

Director Phyllis Taite

Committee Members Not Present

Director Lorin Crenshaw

Director Kenneth Neighbors

Guests Present

Director Alfreda Blackshear

Director William Bryant

Director Shawnta Friday-Stroud

Director Jemal Gibson

Mr. Harold Knowles, *Foundation General Counsel*

Director Lisa LaBoo

Mr. Ronald Thompkins, *BCA Watson Rice*

Ms. Diana Williams, *Court Reporter*

Staff Present

Kimberly Hankerson

Juanita Johnson

Gena Palmberg

Audrey Simmons-Smith

Eric Swanigan

Brandi Tatum-Fedrick

Angie Wiggins

Call to Order and Roll Call

The meeting was called to order at 3:18 p.m. by Chair John Green. Ms. Audrey Simmons-Smith called the roll and confirmed that a quorum was present.

Conflict of Interest Disclosure

Chair Green requested that Committee members disclose any conflict of interest with items on the Agenda; none were disclosed.

Approval of Minutes

November 16, 2018, Audit Committee Meeting

Director Thomas Jones moved to approve the minutes; Director Monica Williams Harris seconded the motion. The minutes were approved, unanimously.

Approval of Audit Committee Meeting Agenda

Director Jones moved to approve the minutes; Director Twuanna Munroe Ward seconded the motion. The Agenda was approved, unanimously.

^T Telephonically

Status of Action Items

The action items below are in follow-up to the November 16, 2018, Audit Committee Meeting.

a. External Auditor Contract Finalized

Dr. Shawnta Friday-Stroud stated that the External Audit Contract has been finalized with BCA WATSON RICE LLP.

b. Operational Audit – Selection and Audit

Dr. Friday-Stroud reported that three firms replied to the RFP. The Foundation staff selected Clifton, Larson and Allen (CLA) based on price, experience with non-profits, and ability to meet deadlines. The Operational Audit is in progress and the findings will be presented at the November 2019 Meeting.

Dr. Friday-Stroud reported that the Operational Audit should be completed within 1 ½ months. This Audit is conducted every three years.

New Business

Mr. Ronald Thompkins, of BCA WATSON RICE LLP, presented the Planning Communications for fiscal year June 30, 2019, to the Audit Committee. The report included:

- Engagement Team
- Their Approach
- Principal Areas of Audit Emphasis
- Planned Deliverables
- IRS Form 990
- Timeline

A telephonic meeting could possibly be called prior to the November Board Meeting to review the report.

Other Item

Change of Reporting Requirements from FASB vs GASB for preparation of financials. There was a suggestion and discussion around changing the Foundation's Corporate Status to allow for GASB tax reporting. The Committee requested that research be completed regarding this matter. This discussion will be tabled to evaluate the findings.

Action Items

- 1. Operational Audit** – The findings will be presented at the November 2019 Board Meeting.
- 2. BCA Watson Rice's Planning Communications** – Determine if an Audit Committee Meeting is needed prior to the November 2019 Board Meeting, to review the report presented by BCA Watson Rice.
- 3. Change of Reporting Requirements from FASB vs GASB** – Staff to research and evaluate the findings.

Adjournment

The meeting adjourned at 3:39 p.m. by Chair John Green.

Minutes Prepared By

Mrs. Audrey Simmons-Smith

Ms. Angie Wiggins