

Northland Pioneer College Audit Committee Meeting

MINUTES

JUNE 4, 2019

10:00 AM

PDC – TIPONI CENTER

ATTENDEES	Mark Vest, Northland Pioneer College President (Chair) Maderia Ellison, Associate VP, Chief Business Officer Paige Peterson, Navajo County Finance Director; Local Government Business Officer Neal Ranstrom, (CPA – AZ); Local Community Member with CPA Amber Hill, Controller Terrie Shevat, Assistant to CBO (Secretary)
HANDOUTS	1. Agenda
ABSENT	

DISCUSSION Maderia called the meeting to order at 10:00 AM

Fiscal Year 1920 Audit and CAFR

CAFR issuance – November 14:

Amber reported on the CAFR stating the target date to issue is November 14.

Single Audit – November 14:

Amber reported on the Single Audit stating the target date to issue is November 14. She added that both the CAFR and Single Audit will be issued at the same time, noting the issue dates are different this year than in prior years. Amber stated the Audit Entrance meeting was held on April 29. Auditors will be onsite next week and are scheduled to return once a month from July through October.

Budget:

Maderia reported the budget was approved by the District Governing Board on May 21. She noted the State of Arizona also recently approved its budget, officially signed on June 3, which generated unanticipated revenue for the college and other community colleges in the State. A Community College Business Officers meeting is scheduled for June 5 in Phoenix and the CCBO group plan to discuss the increase in revenue and whether or not to modify the budget. Maderia reported the property tax rate was approved by the District Governing Board at the levy rate and is the same as last year. On June 11, Betsy Wilson, Executive Director of NPC Friends & Family, and Maderia Ellison will attend the Winslow Town Council meeting to provide financial information for the college. Maderia stated this is part of a new endeavor for the college to reach out to the surrounding communities and share financial information at town council and chamber meetings.

Fiscal Year 1920 Expenditure Limit Report (ELR)

Target date for submission to Auditors – December 6:

Amber reported the target date to submit the ELR to the Auditor General is December 6. Amber mentioned if we can keep to this this timeline, the auditors believe they can present the ELR, CAFR and Single Audit to the District Governing Board at the January 2020 Board meeting.

Other

New VP of Learning and Student Services:

Maderia announced that we will have a new administrator, VP of Learning and Student Services, starting on July 1.

Agenda item for next meeting (October 1, 2019):

Higher Learning Commission (HLC) 10-year reaccreditation visit – November 2019

Meeting Schedule

Members will meet three times a year on the first Tuesday of the following months: February, June, October.

NEXT MEETING TUESDAY, OCTOBER 1, 2019 - 10:00 A.M. - NPC PDC TIPONI CENTER BOARD RM #308
