

MINUTES OF THE
MEETING
OF THE
AUDIT & COMPLIANCE COMMITTEE
FRIDAY, DECEMBER 18, 2015 – 8:45 A.M.

Present:	<u>Committee Members</u>	Ezequiel Flores Marc Levine Leslie Geissler Munger (via telephone) Shari Greco Reiches Mary Seminara-Schostok
	<u>Board Members</u>	Mark Cozzi Michael Frerichs Steven Powell
	<u>Staff</u>	William Atwood Genette Bacon-Cordova Johara Farhadieh Ciara Jackson Tondalaya Lewis-Hozier Katherine Novel Linsey Payne Scott Richards Alise White
	<u>Guests</u>	Burke Burns & Pinelli, Ltd. Mary Pat Burns
Absent:	<u>Committee Member</u>	None.

ROLL CALL

Chairwoman Schostok called the meeting to order at 9:00 a.m. The Secretary called the roll and noted that a quorum was present. Trustee Reiches motioned to allow Comptroller Munger to participate via telephone due to matters relating to her employment pursuant to 7(a) of the Open Meetings Act. Board Chairman Levine seconded and the motion passed unanimously.

ELECTION OF CHAIR

Board Chairman Levine moved to re-elect Justice Schostok as Chair of the Audit and Compliance Committee. Trustee Reiches seconded and the motion passed unanimously.

MINUTES OF PREVIOUS MEETING

Trustee Reiches moved to approve the minutes of the Audit & Compliance Committee meeting held September 17, 2015 in the form previously distributed. Board Chairman Levine seconded and the motion passed unanimously.

REPORT OF THE A&CC CHAIR

Chairwoman Schostok stated she had nothing to report.

STATUS UPDATE FY2015 AUDIT ANNUAL REPORT

Ms. White reported to the Members that the FY2015 audit had resulted in one material finding related to an incorrect voucher recording. Ms. White reported to the Members that the voucher recording had been corrected and applicable procedures had been remedied to ensure compliance going forward. Board Chairman Levine requested, consistent with best practices for Boards, that the Board's auditors be invited to present to the Committee at its next regularly scheduled meeting.

Ms. White distributed the final draft Annual Report to Members. Trustee Reiches moved to accept the Annual Report in the form previously distributed. Board Chairman Levine seconded and the report was accepted. (Official minutes contain attachments.)

STAFF PERSONAL TRANSACTION REPORTS

Ms. Payne reported that there were no exceptions to report to the Staff's Monthly Personal Interest Statements for the quarter ending September 2015.

COMMISSION RECAPTURE REPORT

Ms. Novel referred Members to the Commission Recapture Report for 09/30/15, as previously distributed. (Official minutes contain attachments.) Trustee Reiches moved to accept and file the Commission Recapture Report, in the form distributed. Board Chairman Levine seconded and the motion passed unanimously.

Board Chairman Levine asked Staff to review the applicability of the commission recapture policy and report to the Committee at a future meeting.

RECORD OF VOUCHERS

Ms. White referred Members to the Record of Vouchers for the months July, August, and September 2015 as previously distributed, and discussed. (Official minutes contain

attachments.) Trustee Reiches moved to accept and file the Record of Vouchers as previously distributed. Board Chairman Levine seconded and the motion passed unanimously.

ETHICS MATTERS

Placement Agent Contact Report

Ms. Lewis-Hozier referred Members to the memorandum, "Placement Agent Contact Report Q2 2016," and reviewed. (Official minutes contain attachments.) Trustee Reiches moved to accept the report. Board Chairman Levine seconded and the motion passed unanimously. Following discussion, Chairwoman Schostok requested that an educational session on ex parte communications be included in the FY16 fiduciary training opportunities.

FY16 Fiduciary Training Opportunities and Reminder of Board Member Timesheets

Ms. Lewis-Hozier referred Members to the memorandum, "FY2016 Board Fiduciary Training Plan," and reviewed.

Chairwoman Schostok reminded the appointed Members to review and submit their quarterly timesheets to Ms. Lewis-Hozier.

NEW/OLD BUSINESS

Board Chairman Levine appointed Trustee Flores to the Committee; Chairwoman Schostok agreed to recognize Trustee Flores as a Member of the Committee.

PUBLIC COMMENT

None.

NEXT MEETING AND ADJOURNMENT

Chairwoman Schostok stated that the next meeting of the Audit and Compliance Committee would be scheduled in March following the Board's approval of the 2016 Schedule of Meetings, official notices to be distributed at a later date. At 9:30 a.m., there being no further business to come before the Committee, Board Chairman Levine moved to adjourn the meeting. Trustee Reiches seconded and the meeting was adjourned.

Respectfully submitted,



William Atwood, Executive Director

