

Thursday, August 29, 2019

8:30 AM to 8:40 AM

Telephonic Meeting Origination: Welch Hall 360E

Domestic: 866-906-9330 International: 857-288-2645

Participant Code: 8273869

## **AD HOC EXECUTIVE COMMITTEE MEETING MINUTES**

Members Present: Ron Coley, David Donell, Roger von Ting, and Dana Ward\

Guests: Jerome Groomes (Interim Executive Director) and Jinna Matzen (manager Business Process Improvement, Customer and Board Relations)

I. Call to Order – Chair Roger von Ting

Meeting called to order by von Ting at 8:32 A.M.

II. Approval of Meeting Agenda

Coley moved and Donell seconded. Motion carried.

III. Approval of Minutes of Previous Meeting(s)

- August 08, 2019 Meeting Minutes

Donell moved and von Ting seconded. Motion carried.

IV. Public Comment

No one was present to represent the public.

V. Action Items

a. Bylaw Change – Audit Committee Chair Delegation

von Ting explained to the committee that the current bylaws state that the only individual who is able to Chair the Audit Committee is the University Associate Vice President for Finance and that due to the AVP's schedule he was unable to fulfill this commitment at this time. von Ting further clarified that in order to not have to create another change to the bylaws the bylaws would be generally worded so that the delegation of this role could easily change. The committee agreed with the stipulation that the individual delegated this role have the wherewithal to complete the duties required.

Coley moved and von Ting seconded. Motion carried.

VI. Other Items

a. Price Protection

Matzen provided the Executive Committee with a “Price Protection Guarantee” document signed by Clifton Larson Allen. Matzen explained to the committee that even though Foundation did receive a guarantee in writing that Clifton Larson Allen’s fee would not increase, Clifton Larson Allen felt an increase was warranted due to the addition of a federal program, and a delay in paperwork received. Matzen further noted that Clifton Larson Allen provided an estimate of the additional charges which equaled, \$3,500.00 for the additional federal program and \$4,500 - \$6,500 for the delay in receiving documents. The committee accepted this information urging Groomes to negotiate with the auditors on the additional charges being proposed and to request clear documentation to include a quantitative difference in the hours first estimated to the hours incurred.

b. Proposed Ad Hoc Executive Committee Meeting – September 19, 2019, 10am -12pm

The committee was unable to commit to the proposed meeting due to scheduling conflicts. Matzen stated she would reschedule the meeting.

VII. Adjournment

von Ting moved to adjourn, Ward seconded. Motion Carried. Meeting adjourned at 8:56 A.M.