



California Society of Enrolled Agents
Education Foundation

AUDIT COMMITTEE MINUTES

Draft ____ Approved X

Committee Chair: Susan Growney, EA
Staff Liaison: Karen Clifford

Meeting Date/Time/Place: Saturday September 25, 2010, immediately following the regularly scheduled CSEA Audit Committee meeting, Holiday Inn, Capitol Plaza, Sacramento, CA.

Committee Members in Attendance: (P=Present; A=Absent; E=Excused)

P Pamela Blair, EA P Ronald Watts, EA

Others in Attendance:

Gordon Dito, EA, Kim Kastl, EA and Joni Terens, EA.

Reports / Decisions Made:

The minutes of June 26, 2010 were approved as submitted.

Review

A. 2011-2012 Action Plans – The Action Plans were reviewed and the following changes were made: Delete “Review internal examination procedures for the Foundation.” since the Foundation’s books are subject to the same external audit as the CSEA books. Everything else will remain unchanged and will be presented to the Trustees for their approval.

B. Foundation meetings in July and September 2010 – Ms. Growney reported that nothing occurred in these meetings that concerned or affected the Audit Committee.

Other Recommendations & Miscellaneous:

The next CSEA Education Foundation Audit Committee meeting is immediately following the regularly scheduled CSEA Audit Committee meeting, Saturday June 25, 2011 at the Hilton Pasadena, Pasadena, CA.

Report Submitted By: Karen Clifford

Date: September 27, 2010

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