



Joint Executive/Audit Committees Conference Call
Tuesday, February 11, 2014
10:00 – 11:30 pm

AGENDA

	Call Joint Meeting to Order, Introductions and Review Agenda
1.	Action Item: Review Action Items and Minutes 5 min <i>Attachment 1 – Action Items and Minutes from January 13th Meeting – page 2</i> Recommended Action: Approve Minutes
2.	Review December/2013 Financials 10 min <i>Attachment 2 – December financials – page 6</i> Recommended Action: Review Financials. Direct Staff to present Financials and revised FY 2014 projections at the February 28, 2014 Board Meeting , along with presenting alternatives to increase revenues.
3.	Preparation for February 28 Board Meeting 20 min <i>Attachment 3 – Draft Board Agenda for Board Meeting on February 28, 2014– page 16</i> Recommended Action: Review draft agenda and provide direction to staff.
4.	Audit Committee Appointment 5 min <i>Attachment 4-Memo summarizing need for another Committee Member – page 18</i> Recommended Action: Appoint third member of Audit Committee
5.	Review/Revise if Appropriate Role of Audit Committee - 10 min <i>Attachment 5-Exerpt of Bylaws, Committee Descriptions, and excerpt of IRS Form 990. – page 19</i> Recommended Action: Review role of Audit Committee and if appropriate, revise role of Audit Committee
6.	Review SFEI Audit, Audit Findings, and Draft Management Responses 15 min <i>Attachment 6– SFEI Audit for Fiscal Year ended December 31, 2012 – page 22</i> Recommended Action: Review audit, findings, and management responses and Direct Staff the Schedule Audit Committee meeting to confer with Auditor, review annual audit, and submit audit to full board approval at the February 28, 2014 SFEI Board Meeting
7.	Consider Initiating Changing SFEI’s FY from a calendar year to July 1-June 30 FY 10 min <i>Attachment 7–Memo outlining steps and timeline to change FY– page 59</i> Recommended Action: Direct Staff to bring matter to full board for consideration at the February 28, 2014 Board Meeting.
8.	Review Action Items, Adjournment. 5 min
	Next Meeting Date and Time Will Be Set By Doodle Poll

Dial-in Information – Robert Fraser is host

Toll Free: 1-888-296-6500
 Direct Dial: 1-913-227-1219
 Guest Code: 604242
 Host Code: 168712