

**CRCSD Audit Committee Minutes**  
**12:00-1:30pm, February 17, 2021**  
**Virtual-Zoom Meeting**

**Attendance:**

Maureen Oviatt, Scott Arensdorf, Whitney Schreder, Jason Fisher, Drew Yoder, Chad Meyers, Janet Henry, Sherry Luskey, Sarah Brown, and David Nicholson

**Absent:** Gordon Epping, John Hammer

**Guests:** Chris Koepferich (RSM-Audit) and Brett Nitzschke (Lynch-Dallas, PC-legal counsel)

**Review and approve minutes from the January 20, 2021 meeting:**

Maureen Oviatt asked for any corrections to the minutes. Janet Henry motioned to approve the minutes as written, it was seconded by Drew Yoder and the minutes were approved.

**Review with the independent auditors any major issues with District's controls in the annual audit work:**

Chris Koepferich reported that the FY2020 audit report was finalized and presented at the January 25, 2021 board meeting. He did a review of the report with the committee, noting that there were no significant deficiencies nor weakness identified and that District received a clean, unmodified opinion. Discussion followed regarding the non-significant, non-compliance findings.

**Review of pertinent District legal issues by District legal counsel:**

Mr. Nitzschke updated the committee of Lynch Dallas, P.C. current legal activities for the District. These included 1) the regular, routine, preventative review of Board policy for potential legal issues; 2) the review of ESSER (COVID-19) federal allowable use of funds; and 3) the SSA determination from the Iowa state legislature as it impacts the District collective bargaining and budget guarantee. Discussion followed regarding District enrollment and its impact on funding.

**Review and approve the Spring 2021 Agreed Upon Procedures (AUP) process and testing:**

Dave Nicholson gave context to the AUP testing of the District cocurricular Student Activity Funds (SAF). He noted that a significant change to the tracking system of SAF funds occurred in July 2020. Fund information is now reported in the GW Financial system as are all other funds. Dave reviewed the spring AUP audit agreement for January-March 31, 2021 with provisions as recommended by auditors. After discussion, Scott Arensdorf motioned to approve the AUP as modified, it was seconded by Whitney Schreder and approved.

**Review the experience and qualifications of RSM senior auditors:**

Chris Koepferich reviewed his biography and explained his experience working as an RSM senior manager in the government industry. He noted that Teble Lawrence will be the in-charge, audit service supervisor for the CRCSD audit, she is replacing Jordan Valle who is leaving their firm for other employment. Further communication of the RSM FY2021 audit team members will be communicated as known.

**Review the peer review and quality control report provided by RSM included in the arrangement letter:**

Chris Koepferich reviewed the quality control procedures within RSM including the external peer review inspection. He reviewed his firm's planning process for the FY2021 audit plan presently being formulated and noted that it will be shared with the committee at the April meeting.

**Review of any financial complaint received and status of resolution:**


Mr. Nicholson reported that there are no current complaints.

**Review Other Items of Importance:** Dave Nicholson reviewed the following items.

- a) Local Revenues and Financial Reports - January 2021 reports.
- b) Review previous meeting comments - None noted.
- c) Audit report bound copy: Email request to Dave if a hard copy is desired.
- d) Des Moines CSD special audit review: Postponed to next meeting due to time limitations.
- e) Meeting Evaluation Comments: Send to Maureen Oviatt.

Drew Yoder motioned to adjourn the meeting, it was seconded by Scott Arensdorf and approved.  
**Meeting Adjourned at 1:30pm.**

The next meeting of the committee will be on Wednesday, April 21, 2021.

By:   
Maureen Oviatt

By:   
Sarah Brown