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# AUDIT AND BUDGET COMMITTEE MINUTES

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**Coast Community College District**  
**Special Meeting of the Audit and Budget Committee**  
**November 5, 2013 at 2:15 p.m.**  
**Board Conference Room**  
**1370 Adams Avenue, Costa Mesa, CA 92626**

## Procedural Matters

1. **Call to Order** - The meeting was called to order at 2:17 p.m.
2. **Roll Call**

Trustees Present: Trustee Moreno and Trustee Hornbuckle  
Trustees Absent: None

**In Attendance** – Dr. Andrew Jones, Chancellor; Mr. W. Andrew Dunn, Vice Chancellor of Finance and Administrative Services; Dr. Rich Pagel, Orange Coast College Vice President of Instruction; Ms. Daniela Thompson, Administrative Director, Fiscal Affairs; Ms. Helen Rothgeb, Coastline Community College Director Business Services and Entrepreneurship; Ms. Julie Frazier-Mathews, Secretary of the Board of Trustees; Mr. Paul Wisner, Golden West College Director of Fiscal Services; Ms. Suzie Payne, District Accounting & Budget Manager; Ms. Rachel Kubik, Orange Coast College Director of Fiscal Services; Ms. Heather McGee, Ms. Tina Henton, and Ms. Renee Graves, Vicenti, Lloyd & Stutzman LLP; Mr. Jim Godsey, Mr. Mark Tillotson, Ms. Jean Horimoto, and Ms. Erica Gonzalez, Macias Gini & O’Connell LLP (MGO); Ms. Roxie Azparren, Mr. Bryce Gibbs, Mr. Steve Putman, Ms. Joy McNulty, and Ms. Mimi Hill, Matson & Isom; Ms. Peggy McBride, Ms. Cristy Canieda, Mr. Roger Martinez, Mr. Usman Ylyas, and Mr. Paul Luke, Vasquez & Company LLP.

3. **Opportunity for Public Comment**

There were no requests to address the Audit and Budget Committee during Public Comment.

4. **Presentations and Interviews - Applications to Request for Proposals (RFP) for External Audit Services**

Mr. Moreno and Ms. Hornbuckle interviewed the following firms for external audit services:

- Vicenti, Lloyd & Stutzman LLP
- Macias Gini & O’Connell LLP
- Matson & Isom
- Vasquez & Company LLP

## **5. Committee Discussion of Applications and Interviews**

Mr. Moreno and Ms. Hornbuckle requested feedback and recommendations from the Audit Firm Committee regarding the four External Audit Firm proposals.

Mr. Moreno and Ms. Hornbuckle announced that they would reconvene on November 8, 2013 at 11:30 a.m. to deliberate on recommending an External Audit Firm to the full Board.

## **6. Recommendation of Applicants for Consideration by the Full Board of Trustees**

Ms. Frazier-Mathews announced that there were no recommendations of applicants for consideration by the Board of Trustees at this time.

## **7. Adjourn**

There being no further business, it was moved by Trustee Hornbuckle and seconded by Trustee Moreno to adjourn the meeting.

Motion carried with the following vote:

Aye:	Trustee Moreno and Trustee Hornbuckle
No:	None
Absent:	None

The meeting was adjourned by Trustee Moreno at 5:17 p.m.

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Secretary of the Board of Trustees