MINUTES

The University of North Carolina at Greensboro
The Board of Trustees
Audit Committee

December 6, 2007

Attending-Audit Committee: Richard Moore, Randall Kaplan, William Pratt

Board Members and Guests: Kate Barrett, John Bryant, Lucien Capone, Linda Carlisle, Erline Hardie Cox, Jean Davis, Carolyn Ferree, Stephen Hassenfelt, Beth Hens, Jill Hillyer, Donna Honeycutt, Betsy Irvin, Sharlene O’Neil, David Perrin, Jane B. Preyer, Steve Rhew, Yvonne Ross, Don Skeen, Patricia Stewart, Reade Taylor

Richard Moore called the meeting to order at 10:30 a.m. The minutes from September 6, 2007 were approved as submitted.

INFORMATION ITEMS

Audit Review for Board of Trustees (AUD-1)

Don Skeen reported that the Audit Committee now meets at least four times per year to carry out its oversight responsibilities. A meeting was held on November 20, 2007 with Mr. Moore and Mr. Kaplan in attendance to meet with the auditors from McGladrey and Pullen and discuss the audited financial statements for the UNCG Excellence Foundation, Inc., the UNCG Endowment Fund, the Human Environmental Sciences Foundation, Inc., The Weatherspoon Art Museum Association, the Capital Facilities Foundation, Inc., and the UNCG Investment Fund, Inc. The audited financials for the Alumni Association, SERVE, Inc, and Gateway University Research Park, Inc. are forthcoming. The notes of that meeting were distributed and will be attached to these minutes.

Summary of Internal Audits Performed - July 2007 Forward (AUD-2)

Internal audits were completed for:

- Travel reimbursements for certain employees’ travel expenditures. This is an annual audit and there was a minor finding that three reimbursement requests were not filed on a timely basis.

- Compliance with the expenditure plan provided to the Board of Governors at the beginning of the fiscal year to determine if expenditures from accounts receiving support from state appropriation carry-forward funds and lapsed salary funds
were appropriate and transacted in a manner consistent with the intended use of those funds. There were no findings.

- Observation of the art collection inventory and related internal control procedures was carried out. There were no findings.

**Internal Audit Plan Summary for Fiscal Year 2008 (AUD-3)**

The Internal Audit Plan Summary that was forwarded to General Administration was distributed to the Board for review.

**Summary of External Audits Performed (AUD-4)**

The list of audits performed by external auditors, some of which were addressed in the November 20, 2007 meeting was distributed to the Board for information.

Steve Hassenfelt asked if any significant findings were discussed at the November 20 meeting. Mr. Moore advised that McGladrey and Pullen had, for the Investment Fund, noted that historical cost value was not always reported correctly by the custodian and for the Capital Facilities Foundation, some receipts were recorded late. Both items have been addressed.

The meeting was adjourned at 10:35 a.m.

Respectfully submitted,

Donna Honeycutt