

USMS Convention — Anaheim (Garden Grove), California 2013

Committee Name: Audit	Session #: 1	Report #: 1
Committee Chair: Elyce Dilworth	Vice Chair: Jill Gellatly	
Minutes recorded by: Elyce Dilworth	Date/time of meeting: Sept. 12, 2013	

Actions Requiring Approval by the HOD:

1. None.

Motions Passed:

1. MSA to approve suggested changes to the Audit Committee Charter.

Number of committee members present: 4	Absent: 1	Number of other delegates present: 8
Committee members present (list all, including chair and vice chair): Elyce Dilworth (Chair), Jill Gellatly (Vice Chair), Phil Dodson, Jeanne Ensign, Ralph Davis (ex-officio), Susan Kuhlman (ex-officio)		

Minutes

The meeting was called to order at 12:30 p.m.

1. The Committee met in executive session with Rob Butcher as required by the Audit Committee Charter (the “Charter”).
2. The Committee reviewed the Charter and agreed upon changes. The revised Charter will be submitted to the Board for approval.
3. The Committee discussed the capitalization policy for fixed assets. The Committee concluded the Finance Committee should review the policy for appropriateness and make any changes to the Financial Operating Guidelines, if deemed necessary.
4. There being no further business, the meeting was adjourned.

The meeting was adjourned at 1:25 p.m.
