



January 13, 2015

NOTICE TO RESIDENTS OF THE MILWAUKEE AREA  
TECHNICAL COLLEGE DISTRICT, WISCONSIN

A regular open meeting\* of the **ADVISORY AUDIT COMMITTEE** of the Milwaukee Area Technical College District Board, Wisconsin, will be held in the **BOARD ROOM, (ROOM M210)**, of the **MILWAUKEE AREA TECHNICAL COLLEGE**, 700 West State Street, Milwaukee, Wisconsin on **THURSDAY, JANUARY 15, 2015**, beginning at **3:00 P.M.**\* The agenda\*\* for said meeting is presented as follows:

**A. Roll Call**

**B. Compliance with the Open Meetings Law**

**C. [Approval of Minutes, October 16, 2014 - Attachment 1](#)**

**D. Comments from the Public**

**E. Action Items**

None

**F. Discussion Items**

1. Internal Audit Update

**G. Information Items**

**H. Old Business/New Business**

Date of Next Meeting: Thursday, April 16, 2015, MATC Board Room, M210

Committee Members: Dull, Thomey, Wieland, and Yahr

\* Other members of the MATC Board may be present, although they will not be participating as members of this committee. This meeting may be conducted in part by telephone. Telephone speakers will be available to allow the public to hear those parts of the proceedings that are open to the public.

\*\* Action may be taken on any agenda item, whether designated as an action item or not. Agenda items may be moved into Closed Session for discussion when it becomes apparent that a Closed Session is appropriate under Section 19.85 of the Wisconsin Statutes. The Committee may return into Open Session to take action on any item discussed in Closed Session.

*Reasonable accommodations are available through the ADA Office for individuals who need assistance.  
Please call 414-297-6610 to schedule services at least 48 hours prior to the meeting.*



## Attachment AAC- 1

### MILWAUKEE AREA TECHNICAL COLLEGE DISTRICT BOARD ADVISORY AUDIT COMMITTEE October 16, 2014

#### **CALL TO ORDER**

The regular meeting of the Milwaukee Area Technical College District Board Advisory Audit Committee was held in open session on Thursday, October 16, 2014, and called to order by Mr. David Dull at 3:05 p.m. in the Board Room, M210, at the Downtown Milwaukee Campus of Milwaukee Area Technical College.

#### **ITEM A. ROLL CALL**

**Present:** David Dull, Bane Thomey, Tom Wieland, and Robert Yahr

#### **ITEM B. COMPLIANCE WITH THE OPEN MEETINGS LAW**

Proper notice of the meeting had been given in compliance with the Wisconsin Open Meetings Law.

#### **ITEM C. APPROVAL OF MINUTES, May 7, 2014– Attachment 1**

The minutes were approved without objection.

#### **ITEM D. COMMENTS FROM THE PUBLIC**

None.

#### **ITEM E. ACTION ITEMS**

None.

#### **ITEM F. DISCUSSION SITEMS**

##### **F-1 External Audit Update**

Discussion: Mr. John Knepel, partner, Baker Tilly and Mr. Naushad Moola, Coleman Williams reported on the following:

- Comprehensive Annual Financial Report
  - Completing our review of the statements
  - Anticipate an unmodified opinion
  - Target issue date for CAFR and Single Audit Report is October 31st
- Single Audit Report - Coleman & Williams, Ltd.
  - Anticipate issuing unmodified opinions on MATC's Schedule of Federal and State Expenditures; MATC's compliance for each major federal and major state program we selected for audit in accordance with OMB Circular A-133 and State of Wisconsin Single Audit Guidelines.
  - Audit did not disclose any material weaknesses or noncompliance material to the schedule of Federal and State expenditures of MATC
  - Identified one instance of non compliance that relates to a program in the Financial Aid office.
  - For all other major federal and state programs selected and tested, MATC

- complied with all the applicable compliance requirements
- TV Station Financial Report
    - Completing review of the statements
    - Anticipate an unmodified opinion
  - Communication to Those Charged with Governance and Management
    - One material weaknesses – Controls over Information Technology – Same as prior year, significant progress but not everything was accomplished during FY13/14.
  - Other comments and recommendations
    - Capital asset deletions
    - User entity controls – Service organization
    - All prior year comments were resolved
  - Required communication
    - Reversal of prior year uncorrected adjustments, individually and collectively not material to the financial statements

### **F-2 Internal Audit Update**

Discussion: Mr. Salvatore Roti, CPA, and Mr. Norris James , CPA, Titus reported on the status of the following audits:

- Financial Aid
- Fixed Assets

### **F-3 Internal Audit Function**

Motion: It was moved by Mr. Dull, seconded by Mr. Wieland, to convene into Closed Session pursuant to Section 19.85(e) and (f) to discuss Item F-3, Internal Audit Function, to consider the investing of public funds since such competitive reasons require a closed session. The Advisory Audit Committee may reconvene into Open Session to take action on matters discussed in Closed Session under Item F-3.

Action: Motion Approved

### **ITEM G. INFORMATION ITEMS**

None.

### **ITEM H. OLD BUSINESS/NEW BUSINESS**

- Dr. Yahr noted this will be his last year serving on the Audit Advisory Committee due to his pending retirement.

Date of Next Meeting: January 15, 2015, 3:00 P.M., M210

### **ADJOURNMENT**

The meeting adjourned at 4:45 p.m.

Respectfully submitted,

*Erika N. Crosby*

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