

**Minutes of the VSC Board of Trustees Audit & Risk Management Committee meeting held Monday, May 6, 2024 at 1:00 p.m. via ZOOM - APPROVED**

The Vermont State Colleges Board of Trustees Audit & Risk Management Committee met on May 6, 2024, via Zoom

Committee members present: Sue Zeller (Chair), David Silverman (Vice Chair), David Durfee, Bob Flint

Absent: Shawn Tester

Presidents: David Bergh, Joyce Judy

Chancellor's Office Staff: Beth Mauch, Chancellor  
Jen Porrier, Administrative Director

Shared Services: Donny Bazluke, Network/Security Analyst  
Kellie Campbell, Chief Information Officer  
Sarah Chambers, Director, Learning Technologies  
Renee Hunt, Finance Staff  
Jason Kaiser, Learning Spaces Technology Specialist  
Sharron Scott, Chief Financial/Operating Officer  
Toby Stewart, System Controller  
Patty Turley, General Counsel

From the Colleges: Nicole Mace, Dean of Administrations, CCV  
Sarah Truckle, Vice President of Business Operations, VTSU

From the Public: Chris Evans, Audit Senior, Withum  
Zach Laflash, Partner, Withum

1. Chair Zeller called the meeting to order at 1:01 p.m.

2. Public Comment

There was no public comment.

3. Review and approve minutes from February 12, 2024

**Trustee Silverman moved and Trustee Flint seconded the motion to approve the minutes of February 12, 2024. The motion was approved unanimously.**

4. Review and acceptance: *Internal Audit Plan for FY2024: Stipends & One-Time Payments*

Chair Zeller invited Renee Hunt and Toby Stewart, from the VSC Controller office to review the results of this year's internal audit regarding Stipends and One-Time payments. Renee Hunt provided a report describing the audit process, the results and the recommendations of this audit. Details can be found [here](#) on pages 9-15.

**Trustee Silverman moved and Trustee Flint seconded the motion to accept the Internal Audit Plan for FY2024: Stipends & One-Time Payments. The motion was approved unanimously.**

5. Review & Discussion: Single Audit and Financial Audit Schedule with Withum

Chair Zeller invited Zach Laflash and Chris Evans from Withum to share the preliminary and single audit plans for FY24. Zach Laflash, Partner at Withum, shared details of the plans which can be found [here](#) on pages 17-20.

6. Review progress on *Uniform Guidance Single Audit Findings for FY2023*

VSC Controller Toby Stewart provided an overview of progress made on the Uniform Guidance Single Audit since the February 12, 2024 Audit and Risk Management Committee meeting. Details of this progress update can be found [here](#) on pages 22-24.

7. Other Business

There was no other business.

Chair Zeller adjourned the meeting at 1:37 p.m.