

MINUTES OF THE MEETING HELD ON TUESDAY, OCTOBER 18, 2011 AT 11:00 A.M.

FITCHBURG STATE UNIVERSITY BOARD OF TRUSTEES
Finance and Administration Committee Meeting

**Joint meeting with Fitchburg State University Foundation Audit Committee
& FSU Foundation Supporting Organization, Inc.**

**President's Conference Room, Sanders Building
300 Highland Avenue, Fitchburg, MA 01420**

Committee Members Present: Chairman Anthony Mercadante, Carol Vittorioso, ex-officio

Trustees Present: Matthew Costello, Robert Pontbriand

Also Present: Robert V. Antonucci, Gail Doiron, Karen Spinelli, Scott Foster, Steve Duvarney, Anthony Cali, John Dombrowski, Cathy Daggett, Jay Bry, Kelli Lundgren, Kelly Sylvia, Michael Shanley, Robin Bowen, Campus Community

Chairman Mercadante welcomed everyone to the meeting. He stated that this would be a joint meeting of the Board of Trustees and Foundation Audit Committees and the Supporting Organization Committee. The joint meeting was called to order by Mr. Mercadante at 11:00 a.m.

Upon a motion duly noted by Ms. Vittorioso and seconded by Mr. Mercadante it was

Voted: to approve the Finance and Administration minutes of the meeting held on April
(2-0) 26, 2011 as presented.

The auditors from Ercolini & Company, LLP, Mr. Jay Kaufman, CPA, Audit Partner; Mr. Philip Weitzel, CPA, Audit Partner; and Mr. Jeffrey Caputi, Audit Supervisor, were in attendance to present the audits.

Mr. Costello joined the meeting at 11:03 a.m.

Mr. Kaufman said the audits went very well. He distributed two agendas that highlighted the financials. (Attached) He thanked the University personnel who assisted with the audits and said they went very smoothly. There were no findings.

Mr. Kaufman next discussed the financial statements. He said the letter from Ercolini & Company included in the packet provided a good summary of what has transpired. The University adopted new standards; some have no impact while others merely change the presentation of the financials from last year. The audit is clean all the way around. He explained different government accounting rules and how they affect the way items are reported. It was best that the University adopt these practices this year as opposed to future years. It made sense to adopt them now.

There was a discussion on reporting practices.

Mr. Caputi discussed and highlighted the statement of net positions. The University remains in a strong financial position.

Mr. Mercadante commented that it appears we are strong relative to our peers. Mr. Kaufman said every institution will have an operating loss due to the way the state appropriations are disbursed.

Mr. Kaufman discussed the statement of revenues, expenses and changes in net position.

Mr. Caputi discussed the statement of cash flows on pages 8, 9 and 10 of the audit. Mr. Kaufman discussed the footnotes and the Foundation and Supporting Organization audits.

There was a discussion on the audits.

Mr. Pontbriand joined the meeting at 11:30 a.m.

Mr. Kaufman stated another challenge this year was the unstable economic climate. The University continues to be strong. The investment planning is still lagging behind along with no stimulus money; the University still has financial challenges.

The committee next discussed the Fitchburg State University Report on Independent Auditor's Report on Management's Assertions on Compliance with Specified Requirements Applicable to the Massachusetts Office of Student Financial Assistance Program Cluster for Year Ended June 30, 2011 and the Fitchburg State University Federal Student Financial Assistance Programs Report on Consulting Services Year Ended June 30, 2011. There were no findings on either of the financial aid audits.

Mr. Kaufman stated there was no management letter, all controls are in place and things are operating as planned.

President Antonucci stated we have considered retaining the services of Ercolini & Company and we will come back to the Board in the future for discussion. He expressed his appreciation for their professionalism and great work. It was nice to have another clean audit.

Upon a motion duly noted by Mr. Mercadante and seconded by Ms. Vittorioso it was

Voted: accept the University Audit Report for the fiscal year ending June 30, 2011.
(4-0) (01-11/13)

The committees of the Fitchburg State University Foundation Audit and Support Organization voted on their perspective audits.

With no further business before the committee, the meeting was adjourned at 11:40 a.m.

Respectfully submitted,



Carol Vittorioso
Ex-Officio, Finance & Administration
Board of Trustees

**Fitchburg State University
REQUEST FOR BOARD ACTION**

TO: Board of Trustees	DATE: October 18, 2011
FROM: The President	REQUEST NUMBER: 01-11/13
SUBJECT: FY2011 Audit Report	

It is requested that the Board of Trustees of Fitchburg State University accept the Audit Report for the fiscal year ending June 30, 2011.

Approved

OCT 18 2011

**Fitchburg State University
Board of Trustees**