



Board of Trustees  
15 Estabrooke Drive  
Orono, ME 04469

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January 7, 2019

TO: Members of the Audit Committee

FR: Ellen N. Doughty, Clerk of the Board

RE: **January 18, 2019 Audit Committee**

The University of Maine

University of Maine  
at Augusta

University of Maine  
at Farmington

University of Maine  
at Fort Kent

University of Maine  
at Machias

University of Maine  
at Presque Isle

University of  
Southern Maine

The Audit Committee will be from **9:00 am to 12:00 pm on January 18, 2019.** The meeting will be held at the University Maine System Executive Offices, Rudman Conference Room, 253 Estabrooke Hall, 15 Estabrooke Drive in Orono. In addition to the meeting location at Estabrooke Hall, the following Polycom sites will also be available:

USM – Wishcamper Room 327

Refreshments will be provided at the UM and USM locations. The meeting materials will be posted to the Diligent Board Portal as well as the Board of Trustees website at: (<http://www.maine.edu/about-the-system/board-of-trustees/meeting-agendas/audit-committee/>).

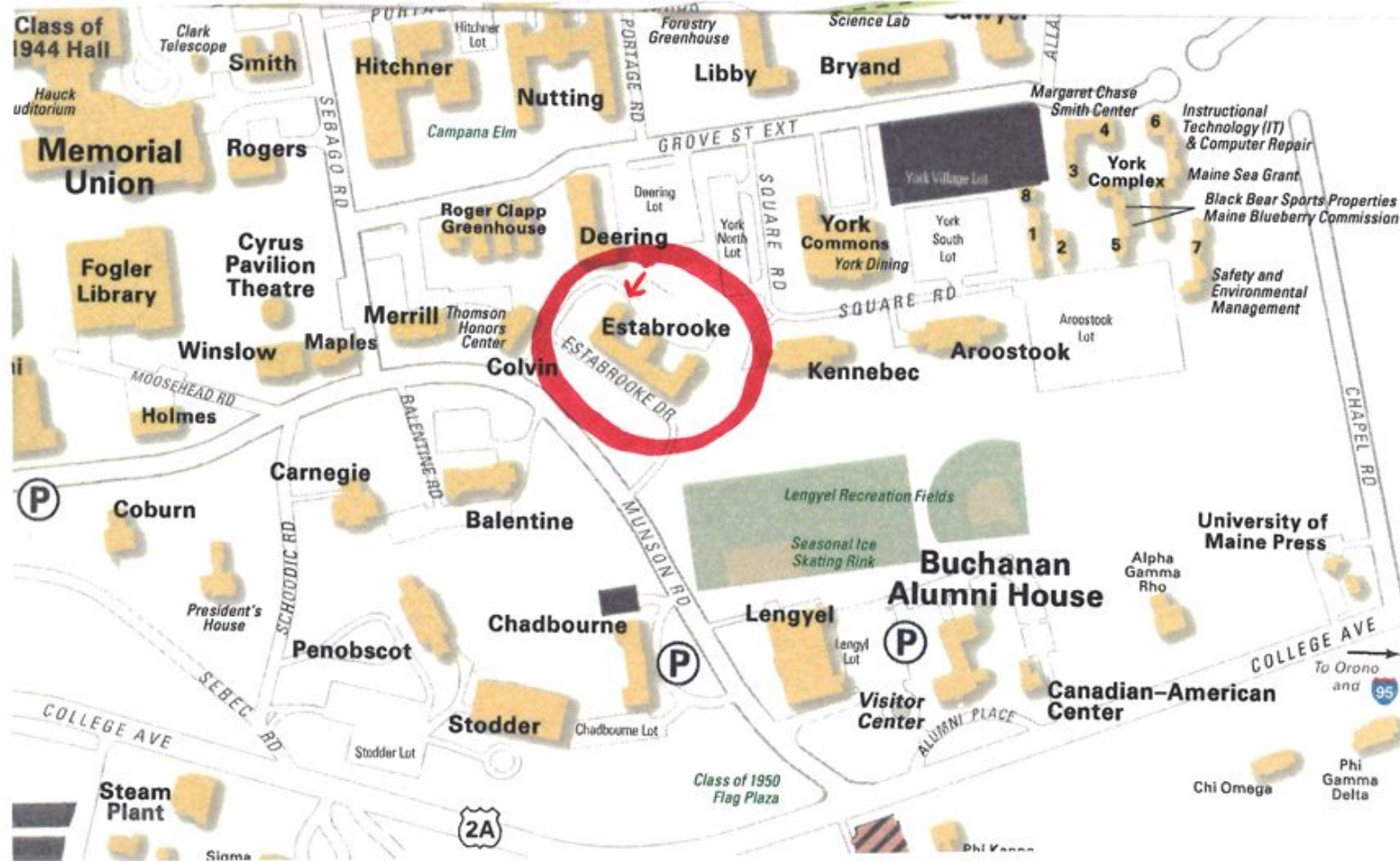
If you have questions about the meeting materials please call me at 581-5840. If you have any questions or desire additional information about the agenda items, please call Tracy Elliott at 581-5492.

cc: James Page, Chancellor  
Trustees who are not members of the Audit Committees  
Presidents  
Ryan Low  
Tracy Elliott  
Darla Reynolds  
Chip Gavin

# University of Maine System

15 Estabrooke Drive, Orono

**Rudman Conference Room**  
253 Estabrooke Hall, 2<sup>nd</sup> Floor  
15 Estabrooke Drive, Orono



### Directions to the UMS located on the UMaine Campus

**From the South on I-95:** take exit 191 to Kelly Road and turn right. Continue on Kelly Road for 1 mile until you reach the traffic light, then turn left onto Route 2 and go through downtown Orono. Cross the river. Turn left at the lights onto College Avenue. Buchanan Alumni House will be the first campus-related building on your right. Right after the Buchanan Alumni House, take a right onto Muson Road. Estabrooke Hall is the building on the right after Lengyel.

**From the North on I-95:** take exit 191 to Kelly Road and turn left. Continue on Kelly Road for 1 mile until you reach the traffic light, then turn left onto Route 2 and go through downtown Orono. Cross the river. Turn left at the lights onto College Avenue. Buchanan Alumni House will be the first campus-related building on your right. Right after the Buchanan Alumni House, take a right onto Muson Road. Estabrooke Hall is the building on the right after Lengyel.

The UMS is located on the 2<sup>nd</sup> floor of Estabrooke Hall. Enter Estabrooke Hall from the back of the building, the entrance closes to Deering Hall.

Board of Trustees

**Audit Committee – Executive Session**

January 18, 2019, 9:00 am to 12:00 pm  
Rudman Conference Room, 253 Estabrooke Hall, Orono

**AGENDA**

**Executive Session**

9:00 am - 11:55 am

At the conclusion of Executive Session, the Committee will open the Public meeting and take action on the following item:

11:55 am - 12:00 pm

- [Approval of Recommendation for UMS External Audit Services](#)

Action items within the Committee purview are noted in green.

Items for Committee decisions and recommendations are noted in red.

*Note: Times are estimated based upon the anticipated length for presentation or discussion of a particular topic. An item may be brought up earlier or the order of items changed for effective deliberation of matters before the Committee*



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## AGENDA ITEM SUMMARY

1. **NAME OF ITEM:** Approval of Recommendation for UMS External Audit Services

2. **INITIATED BY:** James O. Donnelly, Chair

3. **BOARD INFORMATION:** **BOARD ACTION: X**

4. **OUTCOME:** **BOARD POLICY:**  
Primary Outcomes: Bylaws – Section 3  
Enhance fiscal positioning

5. **BACKGROUND:**

In November 2018, the University of Maine System issued Requests for Proposals (RFP) for external audit services. After an in-depth review of the responses, the Audit Committee will review two proposals at its January 18, 2019 meeting. The RFP process remains confidential until after the award is announced and the UMS meets the five day protest period successfully.

6. **TEXT OF PROPOSED RESOLUTION:**

That the Audit Committee approves the following resolution to be forwarded to the Board of Trustees for approval at the January 27 & 28, 2019 Board meeting:

That the Board of Trustees agrees with the Audit Committee's selected respondent for appointment as the UMS external audit firm for audit years 2019 through 2025, at the fees indicated in their December 14, 2018 fee proposal.