

University of Maine System
Board of Trustees

Zoom Meeting
October 24, 2025

Audit Committee

Present: Committee Members: Mike Michaud, Chair; Kelly Martin, David MacMahon, Will Kemler and Trish Riley. **Other Trustees: Chancellor:** Dannel Malloy. **Presidents:** Joseph McDonnell **System Staff:** Tracy Elliott, Carolyn Dorsey, Amon Purinton, Ryan Low, Darla Reynolds, Elizabeth Stickler and Gavin Meaney. **Other Participants** Michael Johns, CLA CliftonLarsonAllen LLP

Trustee Michaud called the meeting to order and thanked everyone for participating. The Clerk performed a roll call of the Committee members present.

Audit Committee FY2026 Work Plan

Board Committees annually review their Work Plans, which provide an overview of the agendas for the Committee for the fiscal year. This Plan will also be included in the November 16-17, 2025 Board of Trustees meeting materials as an information item.

Tracy Elliott, VP Finance and Controller, presented the Audit Committee Work Plan for fiscal year 2026.

Work Plan Overview

Fall Meeting (Today's meeting includes):

- Annual financial report presentation
- External auditors' required communications letter, summary of financial statement audit results, and emerging accounting issues and best practices
- External auditor contract extension (current 7-year contract concluding with this fiscal year's audits)
- UMaine Department of Athletics agreed-upon procedures report (covering eligibility certification, extra benefits reviews, student employment - areas vary by compliance cycle)

Spring Meeting (will include):

- Uniform guidance single audit report (due to federal government March 31)
- Planning for the coming year (whether with current auditors or through RFP process)
- Required communications from auditors
- Department of Athletics financial audit (if ready)
- **New addition:** Risk and safety management presentation by Nate Annaya (added to spring agenda after work plan was prepared)

Ms. Elliott noted that the committee meets twice annually and also addresses risk and safety management from time to time.

Annual Financial Report – FY2025

The University of Maine System's (UMS) fiscal year 2025 (FY2025) draft Annual Financial Report was presented for the Audit Committee's review. Darla Reynolds, UMS Director of

Accounting, provided an overview of the results at the October 24, 2025, Audit Committee meeting.

Opening Remarks

Ms. Reynolds expressed appreciation to multiple groups involved in the audit process:

- External auditors at CLA
- Campus and System personnel who prioritized numerous data requests despite busy schedules
- Her accounting team for their hard work
- Special recognition: Janis Elsemore, Assistant Director of Accounting, who has led the System side of the audit since 2009 and prepared most of the financial statements being discussed

Ms. Reynolds noted that some loose ends remain in the audit process, with Mike Johns from CLA to provide an update later in the meeting.

Presentation Highlights

Three Sets of Financial Statements (Slide 3):

1. System financial statements
2. University of Maine Foundation (discretely presented component unit)
3. Fiduciary funds (student activity fees and other funds held in trust for other entities)

Independent Auditor's Opinion (Slide 4): Ms. Reynolds noted she was "stealing Mike Johns' thunder again this year" by announcing the unmodified (clean) opinion in draft form - the best type of opinion possible.

Accounting Changes (Slide 5):

GASB Statement 101 - Compensated Absences:

- New standard from the Governmental Accounting Standards Board
- Changed accounting for vacation leave and sick leave
- System always recorded vacation leave liability (paid out when employees leave)
- New requirement: Also recognize liabilities for unused sick leave and compensatory time
- Added \$3.4 million liability (not a large amount)
- Restated FY24 beginning net position, accrued liabilities, and institutional support expense
- Sick time liability based on management's estimate of hours "more likely than not" (GASB language) to be used and paid while employee still working
- Perspective: Sick time liability represents less than 3% of total dollar value of all outstanding sick time hours at June 30th

NACUBO Advisory Report 2023-01 – Public Institutions: Accounting for and Reporting Financial Aid as a Discount:

- Updated guidance from National Association of College and University Business Officers (not part of GAAP but provides practical implementation guidance)
- Addresses how public institutions account for and report financial aid as discount (scholarship allowance) offsetting student fees
- Replaces NACUBO guidance from 2000
- Considered a "change in estimate" under GASB - only impacts FY25 and future years (no FY24 restatement)
- New methodology: Calculate scholarship allowance at student level
- Generates higher percentage of total financial aid reported as scholarship allowance (offsetting student fee revenue) rather than student aid expense

Financial Aid Allocation Impact (Slide 6):

- FY25: Scholarship allowance = 94% of total financial aid
- FY24 and FY23: Scholarship allowance = 83% of total financial aid
- Significant jump due to new guidance

Operating Results - Condensed SRECNP (Slide 7): This condensed Statement of Revenues, Expenses, and Changes in Net Position (SRECNP or "Shrek-nip") shows section totals:

- Operating revenues: \$535 million (FY25) vs. \$511 million (FY24)
- Revenue increase drivers: Growth in federal, state, and private grants/contracts plus related indirect cost recovery
- Net student fees: \$262 million (essentially flat with prior year's \$263 million)
- Operating expenses: \$885 million (4% increase over prior year)
- All expense categories increased except financial aid
- Operating loss: \$350 million (FY25) vs. \$340 million (FY24)
- Operating loss expected under GASB reporting model (significant state appropriations and other revenues classified as non-operating)
- Non-operating revenues: \$364 million (FY25) vs. \$348 million (FY24) - increase of nearly \$17 million
- Non-operating increase driven by 4% increase in non-capital state appropriations and 28% increase in federal Pell grant revenues
- Income before other changes in net position: \$13.8 million (up 75% from prior year's \$7.9 million) – what the system considers its return from operations
- Other changes in net position: \$99 million (up 34% from prior year)
- Other changes support items on Statement of Net Position (capital assets, endowments, debt reduction) rather than operations
- Capital grants and gifts: \$77 million (77% of the \$99 million total)
- Includes Harold Alfond Foundation award for UMaine athletic facilities and Maine Jobs and Recovery Plan funds
- Total change in net position: \$113 million (up 38% from prior year's \$82 million)
- 88% of total change comes from the \$99 million in other changes

Full SRECNP Details (Slides 8-9):

Key highlights noted:

- Scholarship allowance and student aid lines show impact of new NACUBO guidance (large variances from prior year)
- Student aid expense actually decreased due to new guidance
- Net student fees decreased slightly (relatively flat)
- Gross student fees increased \$23 million or 6% (tuition, fees, residence and dining fees combined)
- Institutional support expense increased \$13.7 million primarily due to the System's benefit pool.

Benefit Pool Explanation: Ms. Reynolds provided a high-level description of the centrally managed benefit pool (last discussed approximately 5-6 years ago):

- Actual benefit expenses recorded in benefit pool as incurred (classified as institutional support expense)
- Budgeted benefit costs allocated to other functional expense categories using benefit rate applied against salaries/wages
- Other categories: instruction, research, public service, etc.
- If actual costs exceed budgeted/allocated costs at fiscal year end: Institutional support expense increases (costs stay in pool)
- If actual costs are less than budgeted/allocated costs: Institutional support expense decreases (overallocated to other categories)
- FY24: Benefit pool costs less than allocated costs = reduced institutional support expense
- FY25: Benefit pool operated at break-even point = higher institutional support expense than prior year

Statement of Net Position - Condensed SNP (Slide 10):

- Total assets and deferred outflows: \$1.7 billion at June 30, 2025 (increase of \$122 million or 8%)
- Cash and operating investments: Decreased \$14 million or 5%
- Not due to investment market performance (earned positive 6.9% return net of fees)
- Decrease primarily because System fronted \$22 million in construction costs for USM Center for the Arts construction project while awaiting revenue bond issuance for reimbursement
- Other current assets: Increased \$16.5 million
- Primarily \$12 million increase in grants receivable
- Grants receivable fluctuates year-to-year based on grant types and timing of sponsor reimbursements
- Reimbursement timing also impacts cash and operating investments
- Net capital assets: Increased \$90 million
- Reflects increased construction activity
- System utilized various funding sources including \$77 million in capital gifts and grants
- Total liabilities: \$476 million (only 1% increase from prior year)
- Other current liabilities increased \$21 million or 19% (mainly grant proceeds received before costs incurred)
- Most grant contracts: spend money then draw down reimbursement
- Some grants: receive money upfront, creating liability for unspent amounts
- Non-current long-term debt decreased (scheduled debt service payments)
- Total net position: \$1.192 billion at June 30, 2025 (increase of \$113 million from SRECNP discussion)

Net Position Composition (Slide 11):

- Four required categories displayed with percentages relatively flat with prior year
- Unrestricted net position: Decreased \$8.7 million
- Decrease mainly relates to fronting \$22 million for construction pending bond issuance
- When bonds issued: Unrestricted net position will increase (cash proceeds reimburse costs), net investment in capital assets will decrease (bonds payable offset funded assets) - no impact to total net position, just shift between categories
- Although unrestricted net position not subject to external restrictions, resources are critical for System financial stability
- Designated by management for specific areas (shown in Note 10 to audited financial statements)

Fiduciary Financial Statements (Slides 12-13): Two required condensed statements shown:

- Statement of Fiduciary Net Position (Slide 12)
- Statement of Changes in Fiduciary Net Position (Slide 13)

Key highlight:

- Total liabilities decreased \$29 million (Slide 12)
- University of Southern Maine Foundation removed assets from endowment pool on July 1, 2024

Summary

Ms. Reynolds concluded that the draft financial statements reflect:

- Clean audit opinion
- Two accounting changes
- Increase in gross student fees but slight decrease in net student fees
- Increase in net position of \$113 million (driven primarily by \$77 million in capital grant and gift revenues)
- Total net position of \$1.192 billion at June 30, 2025

As shown in the Statements of Net Position, *Total Net Position* at June 30, 2025 was \$1.193 billion increasing \$113 million from FY2024. Changes in each *Net Position* category were:

Net Position Category:	FY2025
	<u>Increase</u> <u>(Decrease)</u>
<i>Net Investment in Capital Assets</i>	\$89 million
<i>Restricted Nonexpendable</i>	\$1 million
<i>Restricted Expendable</i>	\$32 million
<i>Unrestricted</i>	<u>(\$9 million)</u>
<i>Change in Net Position</i>	<u><u>\$113 million</u></u>

Discussion

Chair Michaud asked if any areas warrant closer Board oversight this year based on prior audits. Ms. Reynolds stated none came to mind and deferred to Tracy Elliott and Ryan Low, who also had no concerns.

Trustee MacMahon asked for a summary of Coronavirus recovery funds status - how much state funding (\$35 million) remains and whether it's all allocated.

Ms. Reynolds believed it was all allocated and indicated President Ferrini-Mundy might be available to respond.

VC Low Noted he had been on an email exchange seven minutes prior about spending down a grant with a small balance remaining. All funds are on track to be spent within the state's timeline, with credit to Sam and campus personnel.

Trustee MacMahon clarified the question was about one-time money not returning, with concern about what happens when it's gone.

Ms. Reynolds explained that many funds are used for construction-type projects, with impact visible in the SRECNP line for "other changes in net position" under capital grants and gifts. She specifically noted a large allocation to the GEM facility (Green Engineering Manufacturing), reflected as funds are spent.

No further questions were raised.

Resolution:

On a motion by Trustee MacMahon, which was seconded by Trustee Martin, and approved by all Trustees present, the Audit Committee approved the following resolution:

That the Audit Committee, forwards this item to the October 24, 2025 Special Board of Trustees meeting for approval of the following resolution:

That the Board of Trustees accepts the recommendation of the Audit Committee and approves the FY2025 Annual Financial Report as presented.

Auditor Communications to the Audit Committee

CliftonLarsonAllen LLP (CLA) representatives Michael Johns, Principal, reported to the Committee the 2025 UMS audit results and emerging accounting issues and opened the floor for discussion around their Required Communications Letter. Michael Johns, Principal, from CliftonLarsonAllen (CLA) presented the auditor communications.

Audit Engagement and Process

What CLA Was Engaged To Do:

- Express opinion on System's financial statements for year ended June 30, 2025
- Management responsible for closing books and preparing financial statements in accordance with GAAP
- CLA performs tests, walkthroughs, and confirmations to express opinion on management's work
- Required to gain understanding of internal control system (but does not express opinion on internal controls - only in financial statement audit context)
- If material weaknesses or significant deficiencies identified, must report to committee
- Federal grants require audit in accordance with government auditing standards (adds requirements beyond general audit standards)
- Required to make certain communications (covered in slide deck and formal letter in draft form to be released with audit)
- State requires preparation of supplementary information (assists state in incorporating System financial information into state financial statements) - "in relation to" opinion only
- Engaged to perform single audit (compliance audit of major federal programs) - due March 31st
- Single audit not issued with financial statement audit this year

Audit Approach - Risk-Based Methodology:

- Audit team meets before work begins
- Meets with management about what happened during year, what's different, anything new
- Reviews industry, economic environment, new accounts
- Creates heat map/risk assessment: if something goes wrong, where is it more likely to occur?
- Designs audit procedures based on risk assessment
- Risk assessment is iterative process, can change during audit

Areas of Focus:

- Internal controls (no opinion expressed, but tests performed to enable substantive procedures)
- Tests of controls over payroll disbursement cycle, general expense cycle, non-exchange revenue cycle (grants and appropriations)
- IT specialists review general IT controls impacting financial systems
- Alternative investments (no published market value) - use specialist to review fair value
- Capital assets (large balance) - test additions, disposals, related depreciation expense
- Pension and OPEB liabilities - System hires actuary; CLA reviews significant assumptions, specialist qualifications, calculation inputs
- Compensated absences (new standard) - tested inputs and assessed reasonableness of liability, focused on "more likely than not" criteria
- Liability completeness - reviewed post-year-end events, cash disbursements, supporting documentation
- Not all-encompassing list, just high-level overview of higher risk areas

Audit Results

Opinion:

- Unmodified opinion on financial statements (highest level of assurance independent auditors can provide)

Internal Control Comments:

- No material weaknesses identified
- No significant deficiencies identified
- Clean opinion with no comments at all

Federal Single Audit Status: Mr. Johns provided significant detail on single audit delay:

- Single audit is compliance audit following federal compliance supplement
- Compliance supplement: very long document issued annually listing background information and audit procedures federal agencies want auditors to perform on various grants/contracts
- Typically released in May, becomes effective for June year-ends
- CRITICAL ISSUE: 2025 compliance supplement has not been released as of meeting date
- Latest it has ever been released
- No CPA firm can issue single audit without this document (spells out what federal government wants audited)
- OMB (Office of Management and Budget) won't review until government shutdown/budget reconciliation resolved in Washington
- Unsure if extensions will be given for March 31st traditional deadline
- CLA has been working: Drafts exist, so CLA has been auditing selected major programs and made progress
- Not starting from scratch when document released, but significant delay exists

Required Communications

Mr. Johns reviewed communications (formal letter in draft to be released with audit):

- No changes in scope from initial spring meeting
- Notes to financial statements audited - found neutral, consistent, and clear
- New accounting principle adoption discussed (compensated absences)
- No difficulties working with management
- No indication management consulted another independent CPA on accounting or auditing matters
- Financial statements contain significant estimates (audited and found inputs/methodologies reasonable, but estimates can change significantly over time due to external factors)
- No material audit adjustments identified
- Trial balance from audit beginning = numbers in draft financial statements
- Speaks highly of internal control process and financial management

Industry Insights

Mr. Johns presented several slides on what CLA is seeing across higher education clients:

Uncertainty:

- Key word: uncertainty in regulations from Washington
- Concern about fewer Department of Education staff
- Student financial aid very complex to navigate
- Concern from administrators about reduced DOE availability causing challenges
- Recent news about higher education non-compliance, indirect cost rate litigation

Impact on Financial Results:

- Litigation occurred regarding agencies attempting 15% cap on indirect cost rates (didn't happen immediately)
- Looking forward: what are impacts if cap imposed?

- Current indirect cost rates much higher than 15% on many federal grants
- Discussions about what happens if rates limited, if grants lost, budget implications, how to fund potential indirect cost recovery losses

Internal Policy Reviews:

- Based on news about schools out of compliance and related federal settlements
- Institutions reviewing internal policies/procedures
- Ensuring current policies appear compliant with current information from Office of the President

Cybersecurity:

- Bad actors continuing to hack systems and hold for ransom
- Getting better at what they do
- Risk of data protection
- Costs increasing

Enrollment Pressures:

- Affecting different universities in different ways
- Keeping close eye on enrollment trends

One Big Beautiful Bill Act (Summer 2025):

Provisions Reducing Federal Aid:

- Elimination of Pell grants for students receiving aid covering full cost of attendance
- Elimination of graduate PLUS loans (no longer available)
- Changes effective calendar year 2026

Parent Borrowing Changes:

- Previously: Could borrow up to student's cost of attendance less other aid
- New: \$20,000 per year per student with \$65,000 lifetime cap

Graduate Student Loans:

- Capped at \$20,500 per year
- Lifetime cap of \$100,000

Professional Loans:

- Capped at \$50,000 per year
- Lifetime cap of \$200,000

Impact Considerations:

- All changes result in less resources to pay tuition
- Impact depends on demographic makeup of student body
- Particularly affects institutions with significant graduate/professional programs
- Question: Will there be impact on students' ability to pay tuition costs?

Accountability Provision:

- OBB3 (One Big Beautiful Bill) includes compliance requirement
- Universities must track gainful employment statistics
- Programs where undergraduate degree holders earn less than median high school graduate could lose eligibility to apply student financial assistance to enrolling students

Endowment Tax Changes:

Prior to OBB3:

- Flat rate of 1.4%
- Required 500 students
- Floor: \$500,000 endowed assets per student

New Rules (better than anticipated):

- Must have at least 3,000 students
- Graduated rate based on calculation of endowed assets per student:
 - \$500,000 to \$750,000: 1.4% tax
 - \$750,000 to \$2 million: 4% tax
 - Over \$2 million: 8% excise tax

Supporting Foundations:

- Currently does not apply to supporting foundations and their endowed assets (public university space)
- CLA national tax advisor's editorial opinion: "Matter of time, not if" - believes tax will eventually apply to nonprofits supporting public institutions
- Just insight, not definitive

Future Accounting Standards: Mr. Johns noted he would not cover GASB 101 (compensated absences) as Ms. Reynolds did an excellent job presenting it.

CLA Higher Education Webinar:

- Annual external webinar available from home
- Eight sessions covering everything new in higher education
- Only one accounting session (presented by Mr. Johns)
- Other sessions very informational
- QR code provided for interested parties

Discussion

Chair Michaud asked if changes in DC caused significant changes in audit approach this year compared to last year.

Mr. Johns responded:

- Not specifically related to those changes
- Litigation/non-compliance being heard about is legal issue
- Would be caught through work with attorneys (internal and external) looking for liabilities from non-compliance impacting financial statements
- Will become interesting when compliance supplement released (tests compliance with federal laws/regulations)
- Not anticipating significant changes this year
- May be something next year
- Short answer: Not too much impact because procedures cover unrecorded liabilities

Chair Michaud asked the same question he posed to Ms. Reynolds: Based on prior audits, are there any areas warranting closer Board oversight for this year?

Mr. Johns responded:

- Clean audit, so no from that standpoint
- If he were on a board/governance member, would keep eye on changes that could impact financial results
- If 15% cap imposed or new agencies introduce 15% cap, would want to see proforma/projected financial statements and the plan (can go many directions)
- Keep eyes and ears tuned to news from Washington
- Stay on top of regulatory matters and current litigation
- Perhaps hear from internal counsel or internal audit based on industry happenings about risk at the System

Chair Michaud asked how System's internal audit controls compare to other higher education systems CLA audits.

Mr. Johns responded:

- Based on testing, believes System has very well-designed internal control system
- Very high functioning financial management team overseeing controls
- Breath of fresh air working with University of Maine System compared to other situations
- Well documented, controls are followed
- Rare to have any deficiencies identified
- Very good finance team and well-functioning set of internal controls

Executive Session

On a motion by Trustee Martin, which was seconded by Trustee MacMahon, the Audit Committee went into Executive Session under the following provisions:

- 1 MRSA Section 405 6-A Discussion or consideration of the employment, appointment, assignment, duties, promotion, demotion, compensation, evaluation, disciplining, resignation or dismissal of an individual, appointees, or employees of the University of Maine System (or any individual University) or the investigation or hearing of charges or complaints against a person or persons subject to the requirements of 1 M.R.S.A. §405 and
- 1 MRSA Section 405 6-G Discussion or approval of the content of examinations administered by a body or agency for licensing, permitting or employment purposes; consultation between the University of Maine System and any entity that provides examination services to the University of Maine System regarding the content of an examination; and review of examinations with the person examined.

On a motion by Trustee Martin, which was seconded by Trustee Riley, the Committee concluded the Executive Session.

External Auditor Contract Extension

CLA (CliftonLarsonAllen LLP)'s contract as the UMS external auditor is set to expire on completion of the audits for the fiscal year ended June 30, 2025. They were selected through a competitive RFP process in 2019 to perform Financial Statement and Uniform Guidance audits for fiscal years 2019 through and including 2025. At the request of UMS, CLA has provided fees for extending our contract for audit years 2026 through 2028.

Resolution:

On a motion by Trustee Martin, which was seconded by Trustee MacMahon, the Audit Committee approved the following resolution: That the Board of Trustees, acting through the Audit Committee, approves the extension of CLA's (CliftonLarsonAllen LLP) contract as the UMS external audit firm for the fiscal years ended 2026 through 2028, at the fees provided in their May 19, 2025 fee proposal.

UM Department of Athletics Agreed-Upon Procedures Report

Gavin Meaney, Compliance Coordinator for University of Maine Athletics, provided a brief overview regarding the enclosed Draft Department of Athletics Agreed-Upon Procedures Report for Academic Year 2024-2025, prepared by WithumSmith+Brown, PC.

Audit Scope: Each year, auditors choose various areas within compliance scope to review. This year:

- Initial and continuing eligibility
- Student employment
- Extra benefits

Audit Approach: Auditors establish if desired outcomes are obtained in each area to maintain NCAA compliance and examine processes to achieve outcomes.

Initial Eligibility Certifications:

- Took sample of freshman class across range of programs

- Examined NCAA eligibility center account certification to verify certification and timing
- Established when first competition occurs for each sport
- Verified certification occurred prior to competition
- If not certified prior, queried whether student-athlete participated during that period

Continuing Eligibility:

- Ensuring student-athletes take appropriate number of classes
- Meeting progress toward degree requirements
- Declaring major by third year of college

Student Employment:

- Took sample of student-athletes who indicated they would seek student employment during academic year
- Verified completion of institutional compliance form
- Confirmed students paid according to appropriate scale

Extra Benefits:

- Reviewed apparel and equipment provided to student-athletes
- Verified items were correct
- Checked instances where items returned due to sizing issues (confirmed student-athlete returned item to equipment room)

Booster Knowledge:

- Auditors reached out to sample of boosters to determine knowledge of NCAA rules and regulations
- Assessed whether boosters aware of what they can and cannot do (e.g., giving student-athlete a car)
- Verified booster information readily available when attending games (skybox in Alford Stadium, club section, boxes in Alford Arena)
- Very positive response: 9 out of 10 boosters replied with positive responses

Compliance Responsibility: For each reviewed topic, auditors assessed that required process was followed and identified who within Athletics has responsibility in each area:

- Senior Associate Athletics Director for Compliance
- Athletics Director
- Deputy Director of Athletics
- Area-specific designations (e.g., head equipment manager for equipment room compliance)

Educational Efforts: Auditors established that educational materials provided to personnel to keep them informed of changes and developments:

- Frequent email updates on votes, legislative changes, blanket waivers, hot topics
- Monthly rules education sessions conducted by outside consultant Fortify College Athletics
- Sessions kept topical based on each month:
 - September: Recruitment certifications (coaches must satisfy requirements to recruit for next year or future classes)
 - October: Signing dates (November), athletic financial aid agreements (terminology changes)
 - When prospective student-athlete signs athletic aid agreement, coaches must cease contact and student-athlete cannot sign with another institution

Audit Findings: Overall report very positive.

- Initial draft highlighted item regarding initial eligibility (three student-athletes may have had issue competing)
- After follow-up with coaches, auditors confirmed this was not the case and cleared the issue

Generalized Recommendations: Auditors helpful in providing recommendations on items reviewed:

- Process efficiency suggestions
- While 9 out of 10 booster response highly positive, one booster did not believe they had all information available
- Goal: Ensure next year achieves positive 10 out of 10 response

Value of Process:

- Beneficial for assessing approach and identifying improvements
- Recent staff changes made this process helpful for Mr. Meaney and Director of Compliance in staying focused during transition to new academic year
- Fortify assistance: Rules education (team-specific developments and queries), waiver reviews, interpretation requests for uncertain scenarios

Internal Use of Report: Focus on providing best outcomes to staff through various initiatives:

Director of Compliance:

- Monthly recruiting calendar by sport provided to staff
- Ensures awareness of dead periods and recruiting periods
- Prevents incorrect outreach during shutdowns

Compliance Coordinator (Mr. Meaney):

- Created slide deck with all compliance forms in one place
- Provides guidance on approaching each form
- Addresses trends where forms frequently sent back
- This year: Added roster limitations from House settlement
- Plan: Continue with occasional tweaks and updates each year

Bi-Weekly Reports:

- Mr. Meaney sends bi-weekly reports in April (certification window for next year's class)
- Amateurism opens around mid-April
- Reports keep coaches aware of incoming class certifications
- Benefit: Helped mitigate instances of improper competition or practice with continuing initial eligibility reviewed annually
- Rare instances now occur in areas regularly addressed through reports and emails

This report can be found and referenced in the meeting materials.

Additional information on the meeting can be found on the Board of Trustees website:

<https://www.maine.edu/board-of-trustees/meeting-agendas-materials/audit-committee/>

Adjournment.

Elizabeth Stickler, Clerk