



**The University Foundation
at Sacramento State**
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**The University Foundation at Sacramento State
Audit Committee Meeting**
Monday, April 21, 2025
Zoom

Committee Members Present:

Tina Treis, *Chair*
Alice Perez
Colette Harris-Mathews
Michael Reza

Advancement Staff:

Renee Siden

Guests:

Brenda Scherer, *CLA*
Angela Koshiol, *CLA*
Sarah Hintz, *CLA*
Fred Baldini, *UFSS Board Member*
Garry Maisel, *UFSS Board Member*
Bernice Bass de Martinez, *UFSS Board Member*
Pam Stewart, *UFSS Board Member*
Devin Lavelle, *UFSS Board Member*
Tabitha Leeds, *Accounting Services*
Sonia Diwa, *Accounting Services*
Jennifer Barber, *Alumni Relations*
Sharise Harrison, *Advancement Services & Prospect Management*

MEETING MINUTES

- Chair Tina Treis called the meeting to order at 1:36 p.m.
- Approval of the April 21, 2025 agenda
 - First – Colette Harris-Mathews
 - Second – Alice Perez
 - Passed
- Public Comments – none
- Approval of September 9, 2024 minutes
 - First – Perez
 - Second – Treis
 - Passed
- Review summary of Conflict-of-Interest Statements
 - Tina made a motion to move the summary of no known conflicts to the Executive Committee for their approval to move to the full Board.
 - First – Perez
 - Second – Harris-Mathews
 - Passed

- Presentation of the Form 990 by Sarah Hintz with CLA
 - Hintz walked the committee through the core form which is the first twelve pages of the document
 - This is an information return, not a tax return
 - It is a public document
 - Signed copy of the Form 990 is due by May 15
 - Discussion was had about part 7 and Schedule J – correcting people’s titles and the percentage of time spent on Foundation work
 - Treis asked Hintz if there were any changes coming up for the future audit – none that Hintz is aware of
- A motion was made to forward the Form 990, with modifications to page 8 and Schedule J, to the full Board for their approval
 - First – Perez
 - Second – Treis
 - Passed
- The meeting adjourned at 2:45 p.m.

Action Item:

Treis and Bernice Bass de Martinez to discuss the Conflict-of-Interest summary to decide if it should go through the Governance Committee instead of the Audit Committee in the future.