

**STATE OF MINNESOTA**  
**BOARD OF ACCOUNTANCY**

**In the Matter of**  
**Jeanne Margaret Matter**  
**CPA Certificate No. 17219**

**STIPULATION AND**  
**CONSENT ORDER**  
**Board File 2021-444**

The Minnesota Board of Accountancy ("Board") is authorized pursuant to Minn. Stat. §§ 214.10, 326A.02, subds. 4, 6, and 326A.08, subd. 1 (2020) to review complaints against certified public accountants and to take disciplinary action whenever appropriate.

The Board received information concerning Jeanne Margaret Matter, 131 N 2nd St, PO Box 310 Delano, MN 55328 ("Respondent"). The Board's Complaint Committee ("Committee") reviewed that information.

It is hereby stipulated and agreed by Respondent and the Committee that without trial or adjudication:

1. For the purpose of this Stipulation and Consent Order, Respondent waives all procedures and proceedings before the Board to which Respondent may be entitled under the United States and Minnesota constitutions, statutes, or the rules of the Board, including the right to dispute the allegations against Respondent and to dispute the appropriateness of discipline in a contested-case hearing pursuant to Minn. Stat. ch. 14 (2020), and to dispute any civil penalty imposed by this stipulation and consent order. Respondent agrees that upon the *ex parte* application of the Committee, without notice to or appearance by Respondent, the Board may order the remedy specified in paragraph 7 below. Respondent waives the right to any judicial review of the order by appeal, by writ of certiorari, petition for review, or otherwise.

6/21/21  
RECEIVED

2. This stipulation shall constitute the entire record of the proceedings herein upon which the consent order is based.

3. In the event the Board in its discretion does not approve this Stipulation and Consent Order or propose a lesser remedy than specified herein, this stipulation and consent order shall be null and void and shall not be used for any purpose by either party. If this stipulation and consent order is not approved and the Committee initiates a contested-case hearing pursuant to Minn. Stat. ch. 14 (2020), Respondent agrees not to object to the Board hearing the contested-case on the basis that the Board has become disqualified because of its review and consideration of this stipulation and consent order or of any records relating hereto.

#### FACTS

4. This stipulation and consent order is based upon the following facts. Respondent admits the facts referred to below and grants that the Board may, for the purpose of reviewing the record in paragraph 2 above, consider the following as true:

a. The Board issued a certified public accountant license to Respondent on June 12, 1998; Respondent currently holds an active certified public accountant certificate from the Board. Respondent is subject to the jurisdiction of the Board with respect to the matters referred to in this stipulation and consent order.

b. Respondent was selected for audit of her continuing professional education ("CPE") records for the three-year period ending June 30, 2020.

c. Respondent reported 8 ethics hours for Fiscal Year (FY) 2018 on her 2019 certificate renewal but was unable to verify and document all 8 ethics hours. Respondent was short 7 ethics hours for the three-years ended June 30, 2018.

d. Respondent reported 30 hours for FY 2020 on her 2021 renewal but was unable to verify and document all 30 hours. Respondent was short 13 (including 7 ethics) CPE hours for the three-years ended June 30, 2020.

e. Respondent carried back 9 (including 7 ethics) hours to FY 2018 and 9 hours to FY 2020. Respondent paid the CPE non-compliance fees for both fiscal years.

e. Respondent failed to maintain documentation of acceptable programs or valid credits for the CPE hours listed on her 2019, 2020, and 2021 CPA certificate renewal forms.

5. Respondent admits that the facts and conduct specified in paragraph 4 above constitute violations of Minn. Stat. §326A.08, subds. 5(a)(1), (8) (2020) and Minn. R. 1105.3000(A), (E), and 1105.3200(B) (2019), and are sufficient grounds under Minn. R. 1105.5600, subp. 1(C)(5) (2019) for the remedy specified in paragraph 7 below, and that proof at hearing of any one or more of the allegations set forth would empower the Board to take disciplinary action pursuant to Minn. Stat. § 326A.08 (2020).

6. This stipulation and consent order shall not limit the authority of the Board to proceed against Respondent by appropriate means on the basis of any conduct justifying disciplinary action which occurred before or after the date of this stipulation and that is not directly related to the specific facts and circumstances set forth herein.

#### **REMEDY**

7. Upon this stipulation and record, as set forth in paragraphs 2 and 4 above, and without any further notice of proceedings, the Committee and Respondent agree that

the Board may, in its discretion, issue an order to Respondent requiring compliance with the following:

a. Respondent's certified public accountant certificate is CENSURED and REPRIMANDED.

b. Respondent shall pay to the Board a CIVIL PENALTY of one thousand dollars (\$1,000). Respondent shall submit to the Board payment of the civil penalty by check payable to the Board of Accountancy within sixty days of the Board's approval of this stipulation and consent order.

8. Respondent hereby acknowledges that she has read, understands, and agrees to this Stipulation and Consent Order and is voluntarily signing the stipulation without threat or promise by the Board or any of its members, employees, or agents. Respondent further acknowledges that she is aware that the stipulation and consent order must be approved by the Board. The Board may approve the Stipulation and Consent Order as proposed, propose changes, or reject it. If the changes are unacceptable to Respondent or the Board rejects the stipulation, it will be of no effect except as specified herein.

9. Upon issuance by the Board, this Stipulation is classified as public data. Minn. Stat. § 13.41, subd. 5 (2020). All other documents in the record shall maintain the data classification to which they are entitled under Minn. Stat. ch. 13 and § 326A.08, subd. 2 (2020). Documents shall not become public merely because they are referenced herein. The Board will post a copy of this order on its website and send a summary to the national discipline data bank pertaining to the practice of public accounting.

10. This Stipulation contains the entire agreement between the parties. Respondent is not relying on any other agreement or representation of any kind, verbal or otherwise.

11. Respondent is aware that she may choose to be represented by legal counsel in this matter. Respondent knowingly waived legal representation.

12. If approved by the Board, a copy of this Stipulation and Consent Order shall be served personally or by first class mail on Respondent. The Order shall be effective and deemed issued when it is signed by the Board Chair or designee of the Chair.

13. Pursuant to Minn. Stat. § 16D.17 (2020), thirty days after the civil penalty imposed by paragraph 7(b) is due, the Board may file and enforce any unpaid portion of the civil penalty imposed by this order as a judgment against the Respondent in district court without further notice or additional proceedings.

14. Pursuant to Minn. Stat. § 16D.13 (2020), thirty days after the civil penalty imposed by paragraph 7(b) is due, simple interest computed in accordance with that section shall begin to accrue on the civil penalty.

**CONSENT:**

**RESPONDENT**

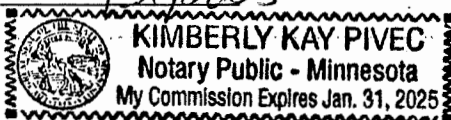
*Jeanne Matter*  
JEANNE MARGARET MATTER, CPA

Dated: October 27, 2021

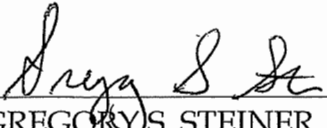
SUBSCRIBED and sworn to before me on  
this the 27 day of October 2021.

*Kimberly Kay Pivec*  
(Notary Public)

My Commission Expires:

1/31/2025  


COMPLAINT COMMITTEE

  
\_\_\_\_\_  
GREGORY S. STEINER, CPA  
Chair

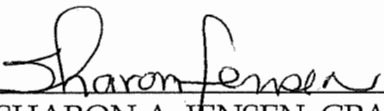
Dated: 11/9/21, 2021

**ORDER:**

Upon consideration of the foregoing Stipulation and based upon all the files, records and proceedings, herein,

1. The Board, In the Matter of Jeanne Margaret Matter, hereby **ADOPTS** the Stipulation and **ORDERS** the remedy described in paragraph 7 therein, this 9 day of December, 2021.

STATE OF MINNESOTA  
BOARD OF ACCOUNTANCY

  
\_\_\_\_\_  
SHARON A. JENSEN, CPA  
Chair

STATE OF MINNESOTA  
MINNESOTA BOARD OF ACCOUNTANCY  
85 East 7<sup>th</sup> Place, Suite 125  
St. Paul, MN 55101

CERTIFICATE OF SERVICE BY U.S. MAIL

Case Title: **Jeanne Margaret Matter**  
**Files #2021-444**

I, Randy Oppold, verify by oath or affirmation that on the 21<sup>st</sup> day of December, 2021, at the City of Saint Paul, in the county of Ramsey, in the State of Minnesota, served the Stipulation and Consent Order by depositing a true and correct copy in the United States mail, properly enveloped, with first class postage prepaid and addressed to the following named individual(s) or entities at the address indicated below.

Jeanne Margaret Matter  
131 N 2nd St  
PO Box 310  
Delano, MN 55328

  
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Randy Oppold