

**STATE OF MINNESOTA
BOARD OF ACCOUNTANCY**

In the Matter of the CPA Certificate of

Abigail Christine Richards
CPA Certificate No. 31473

**STIPULATION AND
CONSENT ORDER**

Board File No. 2025-100

STIPULATION

Abigail Richards (“Respondent”) and the Minnesota Board of Accountancy’s Complaint Committee stipulate that, subject to Board’s review and discretionary approval, the Board may issue a consent order that imposes the following sanctions:

- A. Respondent is REPRIMANDED pursuant to Minn. Stat. § 326A.08 (2024).
- B. Respondent shall pay to the Board a CIVIL PENALTY of \$1,500. Respondent shall submit the civil penalty by check to the Board within 60 days of the Board’s approval of this Stipulation and Consent Order.
- C. Respondent shall, at Respondent’s expense, complete the National Association of State Boards of Accountancy (“NASBA”) Center for Public Trust Ethics Training, with a required passing score of no less than 80%. Respondent shall submit documentation of course completion to the Board within 60 days of the Board’s approval of this Stipulation and Consent Order.
- D. Respondent shall comply with all statutes and rules within the Board’s jurisdiction. See Minn. Stat. ch. 326A (2024) and Minn. R. ch. 1105 (2025).
- E. Respondent shall report in writing within ten days any violations of this stipulation and consent order to the Board’s Executive Director.

Respondent and the Committee enter into this stipulation based on the following findings of fact, conclusions of law, and other stipulated provisions:

Findings of Fact

1. The Board issued Respondent a CPA certificate on June 13, 2019.
2. The Board selected Respondent for audit of their continuing education (“CPE”) records for the three-year period ending June 30, 2024.
3. With their audit documentation submission on March 31, 2025, Respondent submitted 53 carryback hours to be carried back to CPE reporting year 2022; however, the carryback could not be accepted as some of the certificates were not included with the audit documentation or did not contain the needed information as required in the NASBA Statement on Standards for CPE Programs. *See* Minn. R. 1105.0250(C) (2025) (adopting NASBA standards by reference).
4. The Respondent submitted the missing and updated certificates on May 28, 2025.
5. With the 53, which included 5.5 ethics, carryback hours to CPE reporting year 2022, Respondent was able to bring their CPE into compliance despite the following initial deficiencies:
 - a. For CPE reporting year 2022, Respondent was only able to verify 6.8 of the previously reported 27.2 hours. As a result, Respondent was short the following:
 - i. 13.2 hours of the required 20 hours for CPE reporting year 2022.

- ii. 2 of the required 8 hours of ethics for the three-years ended June 30, 2022.
 - iii. 14.2 hours of the required total 120 hours for the three-years ended June 30, 2022.
- b. For CPE reporting year 2023, Respondent was only able to verify 21 of the previously reported 24 hours. As a result, Respondent was short the following:
 - i. 5 of the required 8 ethics hours for the three-years ended June 30, 2023.
 - ii. 19.2 of the required total 120 hours for the three-years ended June 30, 2023.
- c. For CPE reporting year 2024, Respondent was only to verify 44.6 of the previously reported 70.2 hours. As a result, Respondent was short the following:
 - i. 4 of the required 8 ethics hours for the three-years ended June 30, 2024.
 - ii. .6 of the required 72 hours for an approved sponsor for the three-years ended June 30, 2024.
 - iii. 48.6 of the required total 120 hours for the three-years ended June 30, 2024.

6. Respondent was unable to verify previously reported hours for all three years under review, resulting in the need for carryback hours that was discovered by the Respondent when they were preparing their CPE audit documentation.

7. Respondent submitted incorrect information for their CPE for the CPE reporting years 2022, 2023 and 2024, with their 2023, 2024, and 2025 renewals by affirming on those renewals that they had completed the CPE hours, and such hours complied with the 1-year and rolling 3-year CPE requirements.

Conclusions of Law

1. The Board has authority to license and regulate certified public accountants and to take disciplinary action as appropriate. Minn. Stat. ch. 326A (2024).

2. Respondent violated Minn. Stat. § 326A.04, subd. 4 (2024) and Minn. R. 1105.3000(A)(2), (3), and (E), 1105.3200(B) and (C), 1105.5600, subp. 1(A), (C)(5), and 1105.7800(A) and (B) (2025).

3. Respondent is subject to discipline pursuant to Minn. Stat. §§ 326A.08, subd. 5(a)(1), (5), and (8), and 7 (2024).

4. This stipulation and consent order is in the public interest.

Other Stipulated Provisions

1. This stipulation and consent order must be approved by the Board to become effective.

2. Respondent agrees that the Committee may move the Board *ex parte*, with or without advance notice to the Respondent, to approve this stipulation and consent order. Respondent understands that the Board may either approve the stipulation and consent order or not approve it. This stipulation and the files, records, and proceedings associated with this matter may be reviewed by the Board in its consideration of the Committee's motion.

3. If approved by the Board, this stipulation and consent order shall be classified as public data. Minn. Stat. § 13.41, subd. 5 (2024).

4. If the Board does not approve this stipulation and consent order, then the matter remains unresolved and the Committee may either seek to negotiate a revised stipulation and consent order with Respondent to present to the Board or issue an order commencing a contested-case hearing before an Administrative Law Judge at the Court of Administrative Hearings. See Minn. Stat. §§ 14.57–.62, 214.10, subd. 2 (2024) (describing administrative hearing process).

5. Respondent agrees that if this case comes before the Board again after it reviews and discusses this stipulation and consent order, Respondent waives any claim that the Board or Respondent was prejudiced by its review and discussion of this stipulation and consent order and any records relating to it.

6. Respondent acknowledges that they were advised by the Committee of their right to a contested-case hearing in this matter before an Administrative Law Judge, to file exceptions and make argument to the Board after the hearing, and to seek judicial review from any adverse decision rendered by the Board. Respondent hereby expressly waives those rights. Respondent

was further advised by the Committee of their right to be represented by counsel and that they knowingly waive that right.

7. Respondent has read, understands, and agrees to this stipulation and has voluntarily signed it. It is expressly understood that this stipulation contains the entire agreement between the parties, there being no other agreement of any kind, verbal or otherwise. If approved by the Board, a copy of the final stipulation and consent order shall be served personally or by first class mail on Respondent. The Board's order shall be effective when it is signed by the Chair of the Board or the Chair's designee.

8. Pursuant to Minn. Stat. § 16D.13 (2024), any civil penalty imposed by this stipulation and consent order shall begin to accrue simple interest in accordance with that section thirty days after the civil penalty is due. Pursuant to Minn. Stat. § 16D.17 (2024), thirty days after any civil penalty imposed by this stipulation and consent order is due, the Board may file and enforce any unpaid portion of the civil penalty as a judgment against Respondent in district court without further notice or additional proceedings.

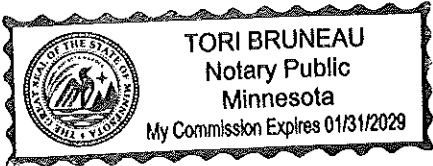

Abigail Christine Richards, CPA

STATE OF Minnesota

COUNTY OF Anoka

This instrument was acknowledged before me on 01/23/2026 by Abigail Richards.

(stamp)




(Signature of notary officer)

My commission expires: 01/31/2029

COMPLAINT COMMITTEE



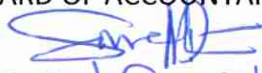
LANCE RADZIEJ, CPA
Chair

Dated: March 9, 2026

CONSENT ORDER

Upon consideration of this stipulation and consent order, and based upon all the files, records, and proceedings herein, all terms of the stipulation and consent order are approved. Accordingly, the Board hereby ADOPTS the stipulation and issues the ORDER described above.

STATE OF MINNESOTA
BOARD OF ACCOUNTANCY


GADSON SOWAH, VICE CHAIR

Dated: APRIL 23RD, 2026

FOR: _____
CHARLES SELCER, CPA
Board Chair