



AMENDED 4-20-2012

THE MINNESOTA BOARD OF ACCOUNTANCY

BOARD MEMORANDUM

February 13, 2012

TO: All Board Members
Christopher Kaisershot, Assistant Attorney General

FROM: Michael M. Vekich, CPA, Board Chair

SUBJECT: **February 9, 2012, BOARD MEETING MINUTES
GOLDEN RULE BUILDING, Suite 295 (2nd floor)**

The Board held its regularly scheduled monthly meeting on the above-mentioned date, time and location.

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1) A) QUORUM CALL

Michael M. Vekich, CPA, Board Chair
Kristine S. Eustice, Public Member (*absent*)
Sharon Jensen, CPA
Rebecca Keran, CPA
Neil Lapidus, CPA (*absent*)
Kathleen Mooney, CPA
Robert Saunders, CPA
Gregory Steiner, CPA
Scott Van Binsbergen, Public Member

OTHERS:

~~Christopher Kaisershot, Assistant Attorney General~~
Doreen Frost, Executive Director
Bev Carey, Board Staff

GUESTS:

Eric Ewald, CAE, Minnesota Association of Public Accountants
Adam Steele

2) READING AND APPROVAL OF December 9, 2011, BOARD MEETING MINUTES

A) MSP: to approve the December 9, 2011, Board Minutes.

3) COMPLAINT COMMITTEE REPORT (Kate Mooney)

A) The Complaint Committee requested a closed session to deal with disciplinary matters. MSP: Board closed to address Enforcement Actions under Minnesota Statutes § 214 (2010).

B) The Board re-opened the meeting. The Board issued the following Orders:

1. In the Matter of Janet Marie Gaspar, CPA Certificate No.15260; the Board issued a Stipulation and Consent Order;
2. In the Matter of Michael Allan Gloege, Certificate No. 07226; the Board issued a Stipulation and Consent Order with Order to Reinstate;
3. In the Matter of Bradley Alan Greenstein, Certificate No. 20428; the Board issued a Stipulation and Consent Order with Order to Reinstate;
4. In the Matter of Neal Anthony Huhnerkoch, Certificate No. 19143; the Board issued a Stipulation and Consent Order with Order to Reinstate;
5. In the Matter of Kostantin V. Kovarski, Certificate No. 19454; the Board issued a Stipulation and Consent Order with Order to Reinstate;
6. In the Matter of Connie Mae McGuiggan, Certificate No. 12071; the Board issued a Stipulation and Consent Order with Order to Reinstate;

7. In the Matter of Jeffery Paul Neunsinger, Certificate No. 17674; the Board issued a Stipulation and Consent Order with Order to Reinstate.
8. In the Matter of Richard Alfred Zona, Certificate No. 05010; the Board issued a Stipulation and Consent Order with Order to Reinstate.
9. In the Matter of Erica Lynn Caligiuri, Certificate No. 23750; the Board issued a Stipulation and Consent Order.

All public orders are available on the Board's website and upon request from the Board office.

- C) New Committee Member Assignment of Robert Saunders to the Complaint Committee.
- 4) EXECUTIVE COMMITTEE REPORT (Michael M. Vekich, Board Chair)
- A) Bill draft - discussion of proposed language changes to Minnesota Statute 326A.10.
 - B) New Board members will be appointed by the Governor's office in the coming weeks.
 - C) Senate File 1629 (Right to Engage in a Lawful Occupation Authorization) was introduced by Senators Gerlach, Rest, and Hoffman.
 - D) NASBA Regional Meeting to be held in Anchorage, Alaska from June 27 - 29, 2012. MSP: Approve funding for all new Board members to attend (funded by NASBA) and an additional two Board members.
- 5) EXECUTIVE DIRECTOR'S REPORT (Doreen Frost, Executive Director)
- A) Budget Report - Discussed.
 - B) Uniform CPA Examination Candidate fee change - Discussed.
 - C) Update on Board Member appointments - Orientation for new Board members will be held at the April 20, 2012 Board meeting.
 - D) Continuing Professional Education audit - Discussion of proposal to lower the percentage of individuals selected for audit due to staffing shortages.
 - E) Distribution of updated Board member handbooks.

- F) Current issue of *The Board Report* (newsletter) is available on the website. Postcards (directing certificate holders to the website) were mailed in January.
 - G) LEAN Initiative - Bev Carey attended LEAN 101 training in January. Staff are currently implementing LEAN procedures into evaluating daily tasks.
- 6) EXAMINATION & CREDENTIAL COMMITTEE MEETING REPORT (Sharon Jensen, Committee Chair)
- A) Approved 90 Minnesota CPA certificates, five certificates via transfer and nine reciprocal certificates.
 - B) Approved one waiver request.
 - C) Recommendation of the Committee to discontinue printing license cards for inactive certificate holders effective March 1, 2012. MSP
 - D) MP; to approve report.
- 7) CONTINUING PROFESSIONAL EDUCATION COMMITTEE REPORT (Rebecca Keran, Committee Chair).
- A) Two Petition for Waiver from Board of Accountancy Rules requests were granted; four waiver requests were denied.
 - B) Update on July 31, 2011 CPE reporting; 211 individuals who have not complied with the reporting requirement will be referred to another committee.
 - C) MP; to approve report.
- 9) LEGISLATIVE AND RULES COMMITTEE REPORT (Michael M. Vekich, Committee Chair)
- A) No report due to legislative issues being discussed under the Executive Committee report.
- 10) FIRM CREDENTIAL & QUALITY REVIEW COMMITTEE REPORT (Robert Saunders, Committee Chair)
- A) Eighteen firm permit applications were approved. Seven incomplete applications will be approved upon receipt of missing documentation. One firm permit application was denied.

- B) Thirty-six reviewer's reports with final acceptance letters were approved. Two reviewer's reports with final acceptance letters are being monitored for compliance.
 - C) MP; to approve report.
- 11) QUALITY REVIEW OVERSIGHT COMMITTEE REPORT (Robert Saunders, Committee Chair)
- A) Final Report: Quality Review Process for Year Ended December 15, 2011 - Distribution of Final Quality Review Report. MP; to approve report.
 - B) Need for new members discussed.
 - B) Database change to track Quality Review - Bev Carey gave a brief overview of the updated procedure used to track Quality Review documents in the Board's database.

UNFINISHED BUSINESS

- A) NASBA Focus Questions - Discussed.
- 12) NEW BUSINESS
- A) Proposed Fee Changes - Discussed.
 - B) NASBA Nominations - Discussed.
 - C) Petition for Variance by Mr. Adam Steele - Discussed.
 - D) Filing A Complaint Brochure - MSP; to approve brochure.
- 13) ADJOURN
Next meeting is **April 20, 2012.**



Robert Saunders, CPA
Secretary/Treasurer