

THE MINNESOTA BOARD OF ACCOUNTANCY

BOARD MEMORANDUM

May 12, 2014

TO: All Board Members
Christopher Kaisershot, Assistant Attorney General

FROM: Robert P. Saunders, CPA, Board Chair

SUBJECT: **MAY 12, 2014, BOARD MEETING MINUTES**
GOLDEN RULE BUILDING, Suite 295
9:30 AM

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

1) **CALL TO ORDER**

Attendance:

Robert Saunders, CPA, Board Chair
Kristine S. Eustice, Public Member
Sharon Jensen, CPA
Thomas Lydon, CPA
Kathleen Mooney, CPA
Mark Sellner, CPA
Gregory Steiner, CPA
Scott Van Binsbergen, Public Member
Michael M. Vekich, CPA

OTHERS:

Doreen Frost, Executive Director
Christopher Kaisershot, Assistant Attorney General
Bev Carey, Investigator
Laurie Nistl, Board Staff

GUESTS:

Geno Fragnito, Minnesota Society of Certified Public Accountants
Eric Ewald, Minnesota Association of Public Accountants

2) **APPROVAL OF THE APRIL 8, 2014 BOARD MEETING MINUTES**
A) MSP: to approve the April 8, 2014 meeting minutes.

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- 3) EXECUTIVE COMMITTEE REPORT (Robert P. Saunders, Board Chair)
 - A) NASBA Contract and Fees – Discussed
 - B) Communications and Legislative Liaison Position assigned to both Boards - Discussed and approved to move forward.

- 4) EXECUTIVE DIRECTOR'S REPORT (Doreen Frost, Executive Director)
 - A) Budget and Revenue Reports – Discussed.
 - B) Board Newsletter – will be going out soon, is out for print.
 - C) NASBA Regional meeting in St. Louis, MO on June 11-13, 2014. Attendance was authorized for three Board members, two have signed up, one more can go. Contact the Executive Director if interested in attending.
 - D) A student worker assigned to the BOA will be starting in June.

- 5) EXAMINATION & CREDENTIALING COMMITTEE MEETING REPORT (Kathleen K. Mooney, Committee Chair)
 - A) Approved the applications of twenty-seven Minnesota candidates, three transfer candidates, and five reciprocal candidates.
 - B) A petition for waiver was sent to a different committee.
 - C) **MP: To Approve and Adopt Committee recommendations.**

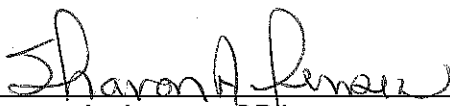
- 6) CONTINUING PROFESSIONAL EDUCATION COMMITTEE REPORT (Kristine Eustice, Chair)
 - A) Approved two petitions for waiver and denied two petitions for waiver from Board of Accountancy Rules.
 - B) Continuing Education Audit: 110 letters were sent out April 29, 2014, and are due back by May 29, 2014.
MP: To Approve and Adopt Committee report and recommendations.

- 7) LEGISLATIVE AND RULES COMMITTEE REPORT (Michael M. Vekich, Committee Chair)
 - A) No meeting.

- 8) FIRM CREDENTIALING COMMITTEE REPORT (Mark Sellner, Committee Chair)
 - Approved three Minnesota firm permits and one foreign firm permit.
 - Approved fifteen quality review reports with a pass rating.
 - Seven quality review reports with other ratings were reviewed and forwarded to Board staff for action.
 - Two quality review reports that had previously been monitored have been completed and were approved.
 - Nine extension requests were granted for peer review dates due in 2013.**MP: To Approve and Adopt Committee recommendations.**

- 9) QUALITY REVIEW OVERSIGHT COMMITTEE REPORT (Mark Sellner, Committee Chair)
 - A) The Board is looking for interested, qualified individuals to serve on the committee.
MP: To Approve and Adopt the report of the Committee

- 10) UNFINISHED BUSINESS
- A) MNCPA Board Meeting on April 24, 2014 – Rob Saunders reported. Discussed.
- 11) NEW BUSINESS
- A) New Licenses Report – Discussed.
- B) Scheduling Additional Board Meeting – The Board scheduled an additional Board meeting on Wednesday, July 30, 2014.
- C) Proposed Statement on Standards for Attestation Engagements, Subject-Matter Specific Attestation Standards, Clarification and Recodification. Discussed.
- D) Proposed Statements on Standards for Accounting Services and Review Services, Preparation of Financial Statements, Compilation Engagements, and Association with Financial Statements (see also South Dakota Board Response) **(FYI only)**
- E) Proposed Statements on Standards for Accounting Services and Review Services, Framework for Performing and Reporting on Compilation and Review Engagements **(FYI only)**
- F) Proposed Statement on Auditing Standards, Amendment to Statement on Auditing Standards No. 122, Section 920 **(FYI only)**
- 12) PUBLIC COMMENT
- A) None.
- 13) COMPLAINT COMMITTEE REPORT (Michael M. Vekich, Committee Chair)
The Complaint Committee requests a closed session to deal with disciplinary matters.
- A) **MSP: to close session to address enforcement actions under Minnesota Statutes 214 (2012).**
- B) **MSP: to reopen the meeting.** The Board issued the following Orders:
1. In the Matter of Chad Brian Bailey, Certificate No. 21025, the Board issued a Stipulation and Consent Order and Order to Reinstate.
 2. In the Matter of Michael Howard Dysthe, Certificate No. 12460, the Board issued a Stipulation and Consent Order and Order to Reinstate.
 3. In the Matter of J. Patrick Conway, CPA, Firm Permit No. 04132, the Board issued a Stipulation and Consent Order.
 4. In the Matters of Diane Kae Dubej, Certificate No. 15233, and Diane K. Dubej, CPA; Firm Permit No. 15233, the Order(s) for Suspension issued to Respondent on February 27, 2014, are hereby rescinded and shall have no further force and effect. The CPA certificate and CPA firm permit issued to Respondent in Minnesota are reinstated.
 5. In the Matters of Michael Allen Paradee, Certificate Number 16410, and Michael A. Paradee, CPA, Firm Permit Number 16410, the Board issued a Stipulation and Consent Order.
- 14) ADJOURNED: 10:07 a.m. Next meeting is June 9, 2014.



Sharon A. Jensen, CPA
Secretary/Treasurer