

THE MINNESOTA BOARD OF ACCOUNTANCY

**BOARD MEMORANDUM**

June 9, 2014

**TO:** All Board Members  
Christopher Kaisershot, Assistant Attorney General

**FROM:** Robert P. Saunders, CPA, Board Chair

**SUBJECT:** **June 9, 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 (**ABSENT**)  
Sharon Jensen, CPA  
Thomas Lydon, CPA  
Kathleen Mooney, CPA  
Mark Sellner, CPA  
Gregory Steiner, CPA  
Scott Van Binsbergen, Public Member (**ABSENT**)  
Michael M. Vekich, CPA (**ABSENT**)

OTHERS:

Doreen Frost, Executive Director  
Christopher Kaisershot, Assistant Attorney General  
Bev Carey, Investigator  
Laurie Nistl, Board Staff  
Sarah Peterson, Student Worker  
Austin Fisher, Student Worker  
Joel Schram, Student Worker

GUESTS:

Geno Fragnito, Minnesota Society of Certified Public Accountants  
Betsy Adrian, Minnesota Society of Certified Public Accountants  
Eric Ewald, Minnesota Association of Public Accountants  
Nick de Julio, Minnesota Association of Public Accountants

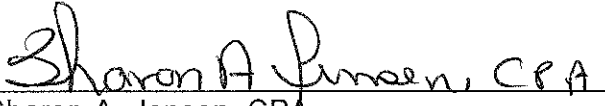
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- 2) APPROVAL OF THE MAY 12, 2014 BOARD MEETING MINUTES
  - A) **MSP: to approve the May 12, 2014 meeting minutes.**
  
- 3) EXECUTIVE COMMITTEE REPORT (Robert P. Saunders, Board Chair)
  - A) Strategic Planning – Scheduled for the July 30 and September 15, 2014 Board meetings in additional two-hour sessions.
  - B) Communications and Legislative Liaison Position - Discussed and approved the on-going drafting of the position description.
  - C) Firm Communication on CPE Requirement Flyer – The draft flyer was approved with a date change.
  - D) The BOA newsletter was recently sent out. Another newsletter will be drafted and sent out in the fall.
  
- 4) EXECUTIVE DIRECTOR'S REPORT (Doreen Frost, Executive Director)
  - A) Budget and Revenue Reports – Discussed.
  - B) Preparation of the Governor's biennial report is in process.
  - C) Board members will receive a memo from Charlie Peterson of Minnesota Management and Budget in preparation for the Strategic Planning meetings.
  
- 5) EXAMINATION & CREDENTIALING COMMITTEE MEETING REPORT (Kathleen K. Mooney, Committee Chair)
  - A) Approved the applications of twenty-eight Minnesota candidates, four transfer candidates, and five reciprocal candidates.  
**MP: To Approve and Adopt Committee recommendations.**
  
- 6) CONTINUING PROFESSIONAL EDUCATION COMMITTEE REPORT (Mark Sellner reported)
  - A) Approved two petitions for waiver and denied two petitions for waiver from Board of Accountancy Rules, one item was sent for staff review.
  - B) Approved one request for extension of CPE audit, and one request for a CPE self-study course was denied. Over forty percent of the 110 CPE audits have been completed and approved.  
**MP: To Approve and Adopt Committee report and recommendations.**
  
- 7) LEGISLATIVE AND RULES COMMITTEE REPORT (Sharon Jensen reported)
  - A) Attestation and firm mobility discussed.
  
- 8) FIRM CREDENTIALING COMMITTEE REPORT (Mark Sellner, Committee Chair)
  - Approved one Minnesota firm permit and one firm name change.
  - Approved two quality review reports with a pass rating.
  - One quality review reports with other ratings was accepted
  - Two quality review reports that had previously been monitored have been completed and were approved.
  - One petition for waiver was denied and was sent for staff review.**MP: To Approve and Adopt Committee recommendations.**

- 9) QUALITY REVIEW OVERSIGHT COMMITTEE REPORT (Mark Sellner, Committee Chair)  
A) The Board is still looking for two interested, qualified individuals to serve on the committee.  
**MP: To Approve and Adopt the report of the Committee**
- 10) UNFINISHED BUSINESS  
A) None.
- 11) NEW BUSINESS  
A) New Licenses Report – Discussed.
- 12) PUBLIC COMMENT  
A) None.
- 13) COMPLAINT COMMITTEE REPORT (Greg Steiner reported)  
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 Jeffrey L. Petersen, CPA, Firm Permit No. 21553, the Board issued a Stipulation and Consent Order.  
2. In the Matter of Steven Farrell Kraemer, Certificate No. 05770, the Board issued a Stipulation and Consent Order and Order to Reinstate.  
3. In the Matter of Daniel Bert Marcotte, Certificate No. 08774, the Board issued a Stipulation and Consent Order and Order to Reinstate.  
4. In the Matter of Ntchanang Mpafe, Certificate No. 24603, the Board issued a Stipulation and Consent Order and Order to Reinstate.  
5. In the Matter of Stephen Bernard Nett, Certificate No. 02343, the Board issued a Stipulation and Consent Order and Order to Reinstate.
- 14) ADJOURNED: 10:00 a.m. Next meeting is July 30, 2014.

  
Sharon A. Jensen, CPA  
Secretary/Treasurer