

**UNIVERSITY STUDENT UNION
CALIFORNIA STATE UNIVERSITY, NORTHRIDGE
AUDIT COMMITTEE
MINUTES**

February 04, 2021 at 2:00 P.M.

Zoom Meeting: <https://csun.zoom.us/j/84269811756>

I. Call to Order

The meeting was called to order by Chair, Sharon Eichten at 2:00 P.M.

II. Roll Call

Present	Absent	Staff/Guests
Sharon Eichten, Committee Chair		Lisa Cummings, CohnReznick, Senior Manager
Debra Hammond, Executive Director (non- voting)		Reshini Ekanayake, Student Administrative Support Assistant, Accounting & Finance
Joseph Illuminate, Executive Secretary (non- voting)		Jonathan Navarro Accounting Manager
Lana Khanou Student Representative (voting)		
Elad Mashiah, Student Representative (voting)		
Isaac Shafa, Student Representative (voting)		
Dr. Edith Winterhalter, University Representative		

III. Approval of Agenda

M/S/P (I. Shafa/E. Mashiah) Motion to approve the agenda for February 04, 2021.

Motion passes by General Consensus

IV. Approval of Minutes

M/S/P (I. Shafa/E. Mashiah) Motion to approve the minutes of September 10, 2020.

Motion passes by General Consensus

V. **Chair's Report**

Chair, Sharon Eichten requested the committee members to introduce themselves.

VI. **Action Items**

A. **Form 990 Return of Organization Exempt from Income Tax (2019-20)**

M/S/P (E. Mashiah / I. Shafa) Motion to accept the Form 990 Return of Organization Exempt from Income Tax (2019-20).

Lisa Cummings, CPA and Cohn Reznick Senior Manager, joined the meeting to present Form 990 to the committee.

Lisa reviewed the key sections of Form 990 with the Audit Committee stating that best practice is for the Board to review Form 990 prior to filing. The first 12 pages are the core of Form 990 which includes the summary of financial information, program service accomplishments, checklist of required schedules, statements regarding tax compliance, and corporate governance.

She confirmed that the Form 990 is in order with the exception of one minor change. The language in the screenshot below in regard to the change in the Bylaws will be removed from Schedule O of the 990 prior to filing the return because the change in the Bylaws did not occur in the 2019-20 fiscal year. The change occurred in the 2018-19 fiscal year.

OF STUDENTS.

FORM 990, PART VI, SECTION A, LINE 4:

THE FOLLOWING CHANGE WAS MADE TO THE BYLAWS:

STUDENT REPRESENTATIVES WHO SERVE ON STANDING COMMITTEES ARE PART OF THE

STUDENT LEADERSHIP DEVELOPMENT AND RECEIVE A SCHOLARSHIP FOR THEIR SERVICE.

FORM 990, PART VI, SECTION A, LINE 7B:

LHA For Paperwork Reduction Act Notice, see the Instructions for Form 990 or 990-EZ.

Schedule O (Form 990 or 990-EZ) (2019)

932211 09-06-19

37

500111 147227 0188819-0188818.0990 2019.05020 UNIVERSITY STUDENT UNION 01888191

Motion passes 5-0-0

VII. **Discussion Items**

A. None

VIII. Announcements

A. None

IX. Adjournment

The meeting was adjourned by Chair, Sharon Eichten at 2:38 P.M.

Respectfully submitted by,

Joseph Illuminate,
Associate Director, Accounting & Finance