

**Minutes of the Audit Committee Meeting**  
of  
**The Natomas Basin Conservancy**  
March 27, 2019  
2150 River Plaza Drive, Suite 460  
Sacramento, CA  
12:00 p.m.

**COMMITTEE  
MEMBERS  
PRESENT:**

☒ Michael Johnston  
☒ Kevin McRae  
☒ Jeff Norton

☒ = attended  
☐ = did not attend

**STAFF PRESENT:**

John Roberts and Kim Burns

**OTHERS  
PRESENT:**

Peggy Vande Vooren of Gilbert Associates, Inc.

**CALL TO ORDER**

McRae called the meeting to order.

**PUBLIC COMMENT**

There were no public comments.

**ACTION**

Approval of Minutes. McRae requested approval of the minutes of the March 26, 2018 Audit Committee meeting.

On a motion by McRae and a second by Johnston, the committee unanimously approved the minutes of the March 26, 2018 Audit Committee meeting.

Committee members

☒ Michael Johnston  
☒ Kevin McRae  
☒ Jeff Norton

Vote symbols

☒ = "aye" vote  
☒ = "no" vote  
☐ = not present  
◆ = abstain or recuse

Johnston arrived at 12:05 pm.

Review the audited financial statements for the year ended December 31, 2018. Peggy Vande Vooren with Gilbert Associates, Inc. (Gilbert) reviewed with the committee the scope and the results of the Conservancy's audited financial statements for the year ended December 31, 2018. Gilbert issued an unqualified (clean) opinion on the Conservancy's 2018 financial statements and internal control over financial reporting. No management letter was issued.

Vande Vooren reviewed the audit in detail with the committee. She noted that the Conservancy's audit this year was a smooth process and commended Conservancy staff for its efforts.

At 12:30 pm staff was excused so that the committee members could meet privately with the auditors, where Vande Vooren reviewed required communications with the committee.

Staff rejoined the meeting at 12:40 pm.

McRae requested a motion to accept the audited financial statements for the year ended December 31, 2018.

On a motion by Norton and a second by Johnston, the committee unanimously accepted the audited financial statements as presented for the year ended December 31, 2018.

Committee members

☒ Michael Johnston  
☒ Kevin McRae  
☒ Jeff Norton

Vote symbols

☒ = "aye" vote  
☒ = "no" vote  
☐ = not present  
◆ = abstain or recuse

Vande Vooren left at 12:41 pm.

2018 Form 990. The committee reviewed and discussed the Form 990.

On a motion by Norton and a second by Johnston, the committee unanimously accepted the 2018 IRS Form 990.

Committee members

☒ Michael Johnston  
☒ Kevin McRae  
☒ Jeff Norton

Vote symbols

☒ = "aye" vote  
☒ = "no" vote  
☐ = not present  
◆ = abstain or recuse

Annual review of Executive Director credit card statements. The committee reviewed the Executive Director's 2018 credit card statements and noted there was nothing identified worth reporting.

**PUBLIC COMMENT**

There were no members of the public present.

**ADJOURNMENT**

On a motion by Johnston and a second by Norton, the committee adjourned the meeting of the Audit Committee at 1:05 p.m.


Committee members

☒ Michael Johnston  
☒ Kevin McRae  
☒ Jeff Norton

Vote symbols

☒ = "aye" vote  
☒ = "no" vote  
☐ = not present  
◆ = abstain or recuse

**ATTEST:**

  
Committee member

4/5/23  
Date