

**Minutes of Audit Committee Meeting  
of  
The Natomas Basin Conservancy**

September 27, 2023

Offices of the Natomas Basin Conservancy  
(Meeting held in person and Zoom)

11:00 a.m.

Notice of meeting posted on Conservancy website.

**Audit Committee Meeting**

**1. Call to Order.** Christophel called the Audit Committee meeting to order at 11:22 am., noting a quorum was present.

**Committee Members Present:** David Christophel and Michael Johnston.

**Staff and Others Present:** John Roberts, Kimberli Burns, and Paulina Lu.

**2. Public Comments.** Christophel called for public comments. None were heard.

**Action Items**

**3. Approval of minutes.** Christophel requested a motion to approve the minutes of the March 29, 2023 Audit Committee meeting minutes.

**Action:** Moved/Seconded: Johnston/Christophel

**Yes:** David Christophel and Michael Johnston.

**Passed:** Resolution No. AC 23.09.01.

**4. Internal Financial Controls Policy.** The Conservancy's Internal Financial Controls Policy was last updated and approved by the Board of Directors on December 7, 2022. This policy was presented for Committee review and approval with minor changes and adjustments. Discussion was held on whether further changes were needed to enhance and/or clarify the policy. After deliberation, Christophel requested a motion to recommend that the full Board of Directors approve the revisions to the Internal Financial Controls Policy.

**Action:** Moved/Seconded: Johnston/Christophel

**Yes:** David Christophel and Michael Johnston.

**Passed:** Resolution No. AC 23.09.02.

**Adjournment**

**5. Adjournment.** Christophel called for a motion to adjourn the Audit Committee meeting at 11:44 a.m.

**Action:** Moved/Seconded: Johnston/Christophel

**Yes:** David Christophel and Michael Johnston.

**Passed:** Resolution No. AC 23.09.03.

**Attest:**



*Committee member*



*Date*