



**Finance & Audit Committee  
MEETING AGENDA**

State Bar of Arizona  
4201 N. 24<sup>th</sup> Street, Suite 100  
Phoenix, Arizona 85016

Thursday, August 23, 2018  
3 p.m. to 5 p.m.  
Cholla Room

General inquiries call: (602.340.7392 Kathy L. Gerhart, CFO)

Members of the public may attend the meeting in person.

**For any item listed on the agenda, the (Board/Committee) may vote to go into Executive Session pursuant to the State Bar’s Public Meetings Policy.**

**Meeting Agenda**

**Speakers**

**Call to Order of the Finance & Audit Committee (FAC)**

Denis Fitzgibbons

**CALL TO THE PUBLIC**

Denis Fitzgibbons

**PRESENTATION**

Economic Update

Gina Cizek, 401K Advisors

HR Subcommittee Report

Anna Thomasson

**ACTION/VOTE**

- A. 1. Approval of minutes – May 17<sup>th</sup> meeting minutes
- 2. 2019 Budget Guidelines Memorandum
- 3. Contribution Request Procedures & Guidelines (proposed revisions)
- 4. Building lighting upgrade – Capital Project
- 5. Sponsorship – NCBP (Lisa Loo)
- 6. Audit & Tax Return RFP

Denis Fitzgibbons  
Kathy Gerhart/  
John Phelps  
Kathy Gerhart  
Kathy Gerhart  
John Phelps  
Kathy Gerhart/  
Denis Fitzgibbons

**DISCUSSION – KEY FINANCIAL ISSUES**

- B. 1. Tucson Building Update
- 2. Alcohol Policy Update
- 3. FAC Orientation
- 4. 2018-19 FAC Action Items
- 5. Investment Policy review
  - Current investments
  - Investment vehicles available
- 6. Financial Accounting Standards Board (FASB) -  
Overview financial statement presentation changes

John Phelps  
John Phelps  
Kathy Gerhart  
Kathy Gerhart  
Kathy Gerhart  
  
Kathy Gerhart

**INFORMATION**

- C. 1. June 2018 Client Protection Fund Financial Statements
- 2. 2019 Budget Timeline
- 3. June 2018 Quarterly Reports
- 4. July 2018 SBA Financial Statements

James Penny  
Kathy Gerhart  
Kathy Gerhart  
Kathy Gerhart

**Adjourn**

Denis Fitzgibbons