

FINANCE & AUDIT COMMITTEE (F&AC)

State Bar of Arizona
4201 N. 24th Street, Suite 100
Phoenix, Arizona 85016

April 18, 2024
3:00 p.m.
Telephonic Meeting

Minutes (Approved (5/16/2024))

MEMBER ATTENDANCE:

P = present in person; T = present telephonically; A= absent.

T – Doreen McPaul, Chair

T – Mignonne Hollis, Vice Chair

T – Dave Byers

T – Denis Fitzgibbons

A – David Rosenbaum

T – Chris Russell

A – Elizabeth Schmitt

T – Cliff Hill (Client Protection Fund Board Liaison/Non-voting F&AC member)

A – Benjamin Taylor (President – Board of Governors)

OTHER ATTENDEES:

State Bar Staff:

T – Joel England

T – Jessica Iennarella

A – Maret Vessella

A – Joe Hengemuehler

T – Lori Maxwell

T – Trish McCarty

T – Lisa Panahi

A – Carrie Sherman

T – Roberta Tepper

T – Deanna Commack

T – Octavius Garrett

Eide Bailly LLP:

T – Pam Eggert

Minutes taken by: Octavius Garrett

I. CALL TO ORDER:

Called to Order by: Doreen McPaul

Time: 3:00 p.m.

II. CALL TO THE PUBLIC:

Individuals addressing the Committee: None

Discussion: None

III. Presentation – Audit Kick-Off

Individuals addressing the Committee: Pam Eggert

Discussion: Pam E. presented the 2023 financial statement and 401(k) audit kick off information, including overview of anticipated timing and procedures.

IV. Action/Vote – Approval of Meeting Minutes – 2/22/24

Individual(s) addressing the Committee: Doreen McPaul

Discussion: Doreen M. presented the meeting minutes for February 22, 2024, for review and approval.

Motion/moved by: Chris R. motioned to approve the February 22, 2024, meeting minutes as presented.

Seconded by: Denis F.

Motion: Passed unanimously

V. Action/Vote – 2023 Annual Surplus - Reserve Account Transfer Timing

Individual(s) addressing the Committee: Jessica Iennarella

Discussion: Jessica I. presented the final 2023 surplus figures and reserve allocations approved at February 2024 Board meeting. Requested committee vote on timing of transfer to reserves.

Motion/moved by: Doreen M. motioned to invest the 2023 annual surplus immediately.

Seconded by: Denis F.

Motion: Passed unanimously

VI. Information – Vanguard Investment Performance Update

Individual(s) addressing the Committee: Jessica Iennarella

Discussion: Jessica I. provided an update on the current reserve investment balances and recent performance, including current outlook as the end of March 2024.

VII. Information – State Bar of Arizona January/February 2024 Financial Update

Individual(s) addressing the Committee: Jessica Iennarella

Discussion: Jessica I. provided an update regarding annual fees collections for 2024.

VIII. Information – State Bar of Arizona Q4 2023 Quarterly Reports

Individual(s) addressing the Committee: Jessica Iennarella

Discussion: Jessica I. provided an update regarding the five quarterly reports required per the Financials Policies Manual. Four of the five reports have been distributed. The fifth report, significant contracts, will be proved at the May meeting.

Meeting adjourned by: Doreen McPaul at 3:35 p.m.