



**Finance & Audit Committee  
MEETING AGENDA**  
State Bar of Arizona  
4201 N. 24<sup>th</sup> Street, Suite 100  
Phoenix, Arizona 85016

Thursday, September 28, 2017  
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)**

Brian Furuya

**Call to the Public**

Brian Furuya

**ACTION/VOTE**

- |           |   |                                 |
|-----------|---|---------------------------------|
| <b>A.</b> | 1. Approval of minutes – August 24 <sup>th</sup> meeting minutes  | Brian Furuya                    |
|           | 2. Approval of minutes – September 7 <sup>th</sup> meeting minutes  | Brian Furuya                    |
|           | 3. 2018 Budget Guidelines memorandum  | Kathy Gerhart<br>Anna Thomasson |
|           | 4. 2017 Audit – Auditor Selection   | Kathy Gerhart                   |
|           | 5. Sponsorship Request – AWLA Maricopa Chapter  | Kathy Gerhart                   |
|           | 6. 2017 Capital Project – Window Weather Seal Replacement –<br><b>Executive Session</b>                           | Kathy Gerhart                   |
|           | 7. 24 <sup>th</sup> Street Lease – Arizona Legal Foundation Tenant<br>Improvement Cost – <b>Executive Session</b> | Kathy Gerhart                   |
|           | 8. 24 <sup>th</sup> Street Lease – New Tenant & Tenant Improvements –<br><b>Executive Session</b>                 | John Phelps<br>Kathy Gerhart    |
|           | 9. Unbudgeted Capital Improvement – 24 <sup>th</sup> Street Suite 220<br>Buildout – <b>Executive Session</b>      | John Phelps<br>Kathy Gerhart    |

**DISCUSSION – KEY FINANCIAL ISSUES**

- |           |                                 |                             |
|-----------|---------------------------------|-----------------------------|
| <b>B.</b> | 1. Public Service Center Update | John Phelps<br>Rick DeBruhl |
|-----------|---------------------------------|-----------------------------|

**INFORMATION**

- |           |  |               |
|-----------|--|---------------|
| <b>C.</b> | 1. August 2017 SBA Financial Statements                        | Kathy Gerhart |
|           | 2. CEO & CFO Certification Memorandum 2017-Q2                  | Kathy Gerhart |
|           | 3. 2012-2017 Annual Convention Financial Summary               | Kathy Gerhart |
|           | 4. Previous 5 Year Projection – Year 2 (2018) Material Changes | Kathy Gerhart |

**Adjourn**

Brian Furuya