

**Aztec Shops Audit Committee Report and Minutes  
September 16, 2020 Committee Meeting**

Members Present: Tyler Morgan (Chair, Board Member), John Penrose, Valerie Peterson, Hass Ibrahim

Members Absent: Chris Thomas

Others Present: Michael Welch and Beth Warrem (University representatives), Todd Summer, Heather Hawkins, and Donna Martens (management representatives), Marla Hummel and Tony Baraghimian (Grant Thornton audit firm representatives)

- I. Tyler Morgan called the meeting to order at 9:06 a.m. Todd Summer introduced Hass Ibrahim and welcomed him to the Audit Committee.

Heather Hawkins walked the committee through the Audited Financial Statements for June 30, 2020 and June 30, 2019. Heather highlighted various items and changes from the prior year on the Statement of Financial Position, Statement of Activities, and Statements of Cash Flows and answered all committee member questions. Heather noted that there is new note disclosure related to the COVID-19 pandemic and the impact on operations.

Tony Baraghimian, Grant Thornton, provided the committee with a 2020 Presentation to the Audit Committee of Aztec Shops, Ltd. prior to the meeting (copy attached to minutes) for review. Grant Thornton issued an unqualified opinion and did not find any material weaknesses or significant deficiencies. He walked the committee through the audit committee report and highlighted the responsibilities, timeline, materiality, use of work of others, key areas they spent their time on due to significant risks, summary of adjustments which there were none, disclosure checklists, internal controls, and required communication. Marla Hummel highlighted the upcoming accounting standards updates including contracts with customers and leases.

- II. A motion was made by John Penrose and seconded by Hass Ibrahim to accept the audit report as presented. Motion was approved 4-0-0.
- III. A motion was made by John Penrose and seconded by Valerie Peterson to move the meeting into closed session with CEO, Todd Summer. Motion was approved 4-0-0. Heather Hawkins, Donna Martens, Beth Warrem, and Michael Welch left the meeting.

IV. After the CEO report, the committee moved into closed session without the CEO and other staff.