

University Preparation School at CSU Channel Islands  
 550 Temple Ave. Camarillo, CA. 93010  
 Board of Directors Meeting  
**Special Meeting**  
 University Preparation School at CSU Channel Islands  
 University Charter Middle School at CSU Channel Islands

**APPROVED MINUTES** for the Meeting held on Wednesday, November 18, 2016

**I. Opening Procedures**

**A. Call to Order: The Special meeting of the Audit committee was called to order by Howard Hartzfeld at 1:10pm**

**B. Agenda Additions/Adoption of Agenda**

*Moved by Rodrigo Cardenas Seconded by Howard Hartzfeld*

Board Member	Aye	Nay	Abstain	Absent
Rodrigo Cardenas	x			
Cathrine Cartwright				x
Howard Hartzfeld	x			

**C. Pledge of Allegiance**

**D. Roll Call Present Absent**

**Board Members**

Rodrigo Cardenas	<u>  x  </u>	<u>  x  </u>
Cathy Cartwright	<u>      </u>	<u>      </u>
Howard Hartzfeld	<u>  x  </u>	<u>      </u>

**Administration**

Charmon Evans	<u>  x  </u>	<u>      </u>
Gayle Hughes	<u>      </u>	<u>  x  </u>
Veronica Solorzano	<u>      </u>	<u>  x  </u>

**II. Regular Session**

**A. Discussion/Information**

**1. Topic/Agenda Item: Review of Audit Draft**

Personnel Involved: Charmon Evans/Lisa Boulos/Irina Castillo  
 Lisa went over the audit; she stated that the audit was clean with no findings. A short discussion followed.

**2. Topic/Agenda Item: Auditor Search**

Personnel Involved: Charmon Evans

Charmon explained that is now time to look for a new auditor. A short discussion followed.

**IV. Board of Directors Announcements/Remarks**

None

**VI. Future Agenda Items: Next Meeting, December 9, 2016, 1:30-4:00**

**VII. Adjournment: 1:19 p.m.**