

LONGWOOD UNIVERSITY BOARD OF VISITORS
Audit Committee
Friday, September 10, 2004
Minutes

Call to Order

Mr. David Adams, Chair of the Audit Committee, called the meeting to order at 9:00 a.m.

Members present:

Mr. J. David Adams, Chair
Mr. Ricky L. Otey
Mrs. Anne Gregory Vandemark
Dr. Mary A. Flanigan (Faculty Representative)
Matthew J. Harris (Student Representative)

Members absent:

The Honorable William W. Bennett, Jr.
Ms. Helen E. Phillips

Present at the request of the Committee:

Mrs. Frances M. Arehart
Dr. Patricia P. Cormier
Ms. Jeanne S. Hayden
Mrs. Penelope G. Howard

Others present:

Mr. John B. Adams, Jr.
Mr. Barry J. Case
Dr. Craig A. Challender
Mrs. Susan E. Soza
Mrs. Paula King
Dr. Helen P. Warriner-Burke

INFORMATION ITEM

Item 1: Update on Internal Audit Activities

Mrs. Penelope G. Howard, Internal Audit Director, reported that the following audits and reviews are complete: Athletics audit; Accounts Payable Office audit; cell phone usage follow-up review; and Conferences and Scheduling Office follow-up review. She also announced that the five-year risk assessment will be ready by September 27. (A copy of the report is filed with "Addenda to Minutes of Meetings of the Board of Visitors" as Appendix 1, September 10, 2004.)

Adjournment

The Chair adjourned the meeting at 9:15 a.m.

Frances M. Arehart
Assistant to the President