



Fresno’s Chaffee Zoo Corporation

**Audit Committee Meeting**

Minutes

Tuesday, June 3, 2025 at 9:30 AM

1250 W. Olive Avenue, Fresno, CA 93728

<b>COMMITTEE MEMBERS</b>	<b>3/11/2025</b>	<b>6/03/2025</b>
EMILIA REYES	A	X
ETHAN SMITH	A	A
KYLE KIRKLAND	A	X
LISA GRAHAM	X	X
OLIVER BAINES	A	A
WILMA TOM HASHIMOTO	X	X

**Guest Speaker**

Mr. Henry Oum – Price, Paige & Company

**Zoo Staff Present**

Ms. Nora Crow – Chief Financial Officer

Mr. Jon Dohlin – Chief Executive Officer

Mr. Steven Gonzales-Warkentin – Chief of Staff

**1. Call to Order and Roll Call**

Ms. Hashimoto called the meeting to order at 9:38 AM. A quorum of the committee was present.

**2. Public Comment**

No public comments were expressed.

**3. Additions to the Agenda**

No additions to the agenda were suggested.

**4. Chair Report**

Ms. Hashimoto stated that she had been in contact with both Mr. Oum and Ms. Crow and that all open questions and matters of concern had been resolved.



### **5. Approve Minutes**

Ms. Hashimoto made a motion to approve the June 4, 2024 minutes and Ms. Graham seconded. The motion passed.

### **6. Approve 2024 Audit**

Mr. Oum reviewed the Zoo's 2024 audit in detail. He stated that the financials presented fairly and were in accordance with accounting principles. He stated that the objective of his team was to obtain reasonable assurance about whether the financials statements were free from material misstatement. Mr. Oum said there were no proposed audit adjustments.

### **7. Approve Agreed Upon Procedures**

Mr. Oum reviewed the Agreed Upon Procedures letter which is required by the Zoo Authority. He stated that no exceptions were found. After further discussion, Ms. Hashimoto then called for a vote to approve the 2024 Audit and Agreed Upon Procedures and recommend them to the FCZC Board. Ms. Graham made the motion to approve and Ms. Reyes seconded. The motion passed unanimously.

### **8. Approve Audit Policy**

Mr. Oum called the Committee's attention to item 10 and stated that his firm received valuable feedback from Ms. Crow regarding the performance of the audit. Ms. Crow stated that upon review of the previously approved audit policy, she recommended a slight modification to the language that mandated a change to the audit firm every five years. She stated that she would like to request more flexibility. Ms. Hashimoto agreed and stated that doing a Request for Proposals every five years, without mandating a change in firm but instead mandating a change in engagement team personnel, made the most sense. After discussion, Mr. Kirkland made a motion to recommend the change to the Audit Policy to the Board, and Ms. Reyes seconded. The motion passed unanimously.

### **9. Final Comments**

With no final comments, Ms. Hashimoto adjourned the meeting at 10:35 AM.