

January 23, 1998

MEMORANDUM

TO: The Audit Committee:

Franklin K. Birckhead, Chair
Champ Clark
Terence P. Ross
Henry L. Valentine, II
Hovey S. Dabney, Ex Officio

and

The Remaining Members of the Board:

John P. Ackerly, III	Kristine L. LaLonde
Charles M. Caravati, Jr., M.D.	C. Wilson McNeely, III
William G. Crutchfield, Jr.	Albert H. Small
William H. Goodwin, Jr.	Elizabeth A. Twohy
T. Keister Greer	Walter F. Walker
Elsie Goodwyn Holland	James C. Wheat, III

FROM: Alexander G. Gilliam, Jr.

SUBJECT: Minutes of the Meeting of the Audit Committee on
January 23, 1998

The Audit Committee of the Board of Visitors of the University of Virginia met, in Open Session, at 1:00 p.m., Friday, January 23, 1998, in the East Oval Room of the Rotunda; Franklin K. Birckhead, Chair, presided. Champ Clark, Terence P. Ross, Henry L. Valentine, II, and Hovey S. Dabney, Rector, were present.

Also present were John P. Ackerly, III, Charles M. Caravati, Jr., M.D., William G. Crutchfield, Jr., William H. Goodwin, Jr., T. Keister Greer, Mrs. Elsie Goodwyn
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Holland, C. Wilson McNeely, III, Albert H. Small, Ms. Elizabeth A. Twohy, Walter F. Walker, James C. Wheat, III, and Ms. Kristine L. LaLonde.

Present as well were Leonard W. Sandridge, Jr., Alexander G. Gilliam, Jr., Paul J. Forch, Ms. Barbara Deily, Robert W. Cantrell, M.D., Peter W. Low, Ms. Colette Capone, William W. Harmon, Ms. Polley Ann McClure, Terry Holland, Michael Halseth, Charles T. Gillet, and Walter J. Kucharski.

The Chair asked Ms. Deily, University Auditor, to present the Agenda.

Ms. Deily introduced Mr. Walter Kucharski, Auditor of Public Accounts of the Commonwealth, who gave his customary report on the annual audit of the University, just concluded.

Mr. Charles Gillet and Mr. Michael Halseth gave the University and Medical Center responses to the Auditor's Audit and Management Letter.

On motion, the Committee went into Executive Session at 1:10 p.m.

The following motion was adopted:

That the Audit Committee of the Board of Visitors of the University of Virginia go into Executive Session for the purpose of discussing and considering reports and recommendations of the University Auditor related to the recently completed fiscal audits and performance evaluations of certain University departments and programs, as permitted by Section 2.1-344 (A) (1) of the Code of Virginia.

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The Committee recessed at 1:20, resumed in Executive Session at 1:25, resumed in Open Session at 1:40 p.m. and, on motion, adjourned.

AGG:lah

- Copies to: Mr. John T. Casteen, III
Mr. Paul J. Forch
Dr. Robert W. Cantrell
Mr. Peter W. Low
Mr. Leonard W. Sandridge, Jr.
Mr. Robert D. Sweeney
Mr. Ernest H. Ern
Mr. William W. Harmon
Ms. Colette Capone
Ms. Polley Ann McClure
Dr. Don E. Detmer
Mr. Terry Holland
Mr. L. Jay Lemons
Ms. Louise Dudley
Ms. Barbara Deily

At a meeting of the Audit Committee of the Board of Visitors of the University of Virginia held on January 23, 1998, a roll call vote was taken immediately following an executive session. Members voting "yes" certify that to the best of the Member's knowledge (1) only public business matters lawfully exempted were discussed in closed session; and (2) only public business matters identified in the public motion by which the executive or closed meeting were discussed. In accordance with the law, any member of the public body who believes that there was a departure from the foregoing shall so state prior to the vote indicating "the substance of the departure". Any such statements are recorded below under "comments".

<u>NAME</u>	<u>VOTE</u>	<u>COMMENTS</u>
	<u>yes or no</u>	
<u>Hovey S. Dabney</u>	<u>yes</u>	
<u>John P. Ackerly, III</u>	<u>yes</u>	
<u>Franklin K. Birckhead</u>	<u>yes</u>	
<u>Charles M. Caravati, Jr.</u>	<u>yes</u>	
<u>Champ Clark</u>	<u>yes</u>	
<u>William G. Crutchfield, Jr.</u>	<u>yes</u>	
<u>William H. Goodwin, Jr.</u>	<u>yes</u>	
<u>T. Keister Greer</u>	<u>yes</u>	
<u>Mrs. Elsie Goodwyn Holland</u>	<u>yes</u>	
<u>C. Wilson McNeely, III</u>	<u>yes</u>	
<u>Terence P. Ross</u>	<u>yes</u>	
<u>Albert H. Small</u>	<u>yes</u>	
<u>Elizabeth A. Twohy</u>	<u>yes</u>	
<u>Henry L. Valentine, II</u>	<u>yes</u>	
<u>Walter F. Walker</u>	<u>yes</u>	
<u>James C. Wheat, III</u>	<u>yes</u>	
<u>Kristine L. LaLonde</u>	<u>yes</u>	

ADDENDUM TO THE OFFICIAL MINUTES OF THE MEETING
OF THE BOARD OF VISITORS OF THE UNIVERSITY OF
VIRGINIA

Meeting Date: January 23, 1998

CERTIFICATION OF EXECUTIVE MEETING

WHEREAS the Audit Committee of the Board of Visitors has convened an executive meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and

WHEREAS Section 2.1-344.1 of the Code of Virginia requires a certification by this Audit Committee that such executive meeting was conducted in conformity with Virginia law;

NOW THEREFORE BE IT RESOLVED that the Audit Committee hereby certifies that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the executive meeting to which this certification resolution applies, and (ii) only such public business matters as were identified in the motion convening the executive meeting were heard, discussed or considered by the Audit Committee.

VOTE

AYES: 17

NAYS: 0

[For each nay vote, the substance of the departure from the requirements of the Act should be described].

ABSENT DURING VOTE: 0

ABSENT DURING MEETING: 0

Alexander G. Gilliam, Jr.
Secretary, Board of Visitors,
University of Virginia