



# Budget & Audit Committee Meeting Minutes

Wednesday, February 1, 2023

8:30 AM – 10:00 AM CT

Ernest N. Morial Convention Center, New Orleans, LA

Room 224

**DRAFT**

---

## **Call to Order**

CBB Secretary-Treasurer Andy Bishop called the meeting to order at 8:30 AM CT and welcomed everyone.

## **Members Present**

Andy Bishop, CBB Secretary - Treasurer  
Sarah Childs  
Dan Kniffen  
Bill McLaren

## **Officers/Staff/Guests Present**

### USDA/AMS

Lacey Heddleston  
Kinley Hartman  
Maribel Reyna

### CliftonLarsonAllen

Adam Pyzdrowski

### Legal Counsel

Wayne Watkinson

### State Beef Councils

Ann Wittman, WY

### Guests

JJ Jones  
Stacy McClintock  
Ed Warren

### Cattlemen's Beef Board Officers

Jimmy Taylor  
Hugh Sanburg  
Norman Voyles, Jr.

### Cattlemen's Beef Board Members

Cheryl DeVuyst  
Dave Hamilton  
Gwen Geiss  
Steve Springer

### Cattlemen's Beef Board Staff

Greg Hanes  
Jeff Lutz  
Beka Wall  
Sara Arp  
Sarah Metzler

## **Agenda**

CBB Secretary-Treasurer Andy Bishop called for approval of the agenda. Bill McLaren moved, and Dan Kniffen seconded to approve agenda as emailed. Motion approved.

## **Minutes**

CBB Secretary-Treasurer Andy Bishop asked if there were any additions or changes to the July 25, 2022 minutes. Dan Kniffen moved, and Sarah Childs seconded to approve minutes of the July 25, 2022, as presented. Motion approved.



# Budget & Audit Committee Meeting Minutes

Wednesday, February 1, 2023

8:30 AM – 10:00 AM CT

Ernest N. Morial Convention Center, New Orleans, LA  
Room 224

---

## **Financial Report**

Andy Bishop Secretary-Treasurer presented the financial report.

## **Presentation of FY 2022 Audit Results**

Adam Pyzdrowski, Principal at CliftonLarsonAllen, presented the Cattlemen's Beef Board audit results for fiscal year 2022.

Dan Kniffen moved, and Bill McLaren seconded to accept the fiscal year 2022 audit results as presented. Motion approved.

## **Discussion of Audit Firm Retention for FY 2023**

CBB Secretary-Treasurer Andy Bishop asked Mr. Pyzdrowski to step out of the meeting while the committee discussed the retention of CliftonLarsonAllen for the Cattlemen's Beef Board fiscal year 2023 audit. Jeff Lutz, CFO, reminded the committee that at the 2022 meeting the committee approved retention of CliftonLarsonAllen for audits of CBB for fiscal year 2023 through 2025 and no action is necessary by the committee at this time. Mr. Lutz did note that there is slight increase of \$500 in the audit fee for fiscal year 2023 compared to the fiscal year 2022 audit. The committee had discussion around the rotation cycle of principal on the account. Mr. Lutz noted that the current principal rotation is within the standard timeline, and he would present a recommendation to the committee at the time a rotation would be needed.

Sarah Childs moved, and Dan Kniffen seconded to retain CliftonLarsonAllen for the upcoming Cattlemen's Beef Board fiscal year 2023 audit. Motion approved.

## **Update on CBB's Contractor Compliance Reviews**

Tom Novota, Financial Compliance Manager, updated the committee on the contractor compliance review procedures and noted that reviews were going well.

## **Fiscal Year 2023 Administrative Budget**

Jeff Lutz, CFO, updated the committee on the fiscal year 2023 Administrative Budget. The committee had an in-depth discussion around future planning around the cattle cycle in the coming year.

## **Other Business**

Jeff Lutz, CFO, provided an update to the committee on the available funds.

## **Executive Session with CliftonLarsonAllen**

Dan Kniffen moved, and Bill McLaren seconded for the committee to enter executive session. Motion approved. CBB staff members and the gallery were excused.

## **Adjourn**

There being no further business, Sarah Childs moved, and Bill McLaren seconded to adjourn at 10:30 am (CT).