



# INSPIRED BY A CONFIDENT FUTURE



November 12, 2021

**Proposal for Audit Services**

## **CENTRAL LYON COMMUNITY SCHOOL DISTRICT**

**Submitted By:**

Eide Bailly LLP  
**Brian Stavenger, CPA**  
Partner



## A. Letter of Transmittal

November 12, 2021

Jackie Wells, Business Manager  
Central Lyon Community School District  
1010 S Greene Street  
Rock Rapids, IA 51246

Thank you for giving Eide Bailly the opportunity to propose on audit services for the Central Lyon Community School District (District). We've served the government industry for more than 70 years and work with more than 1,200 government clients throughout the nation, including more than 400 school districts.

We're confident the District will benefit from the experience we provide and believe we are the best candidate for this engagement for the following reasons:

**▶▶▶ Understanding of Work:** Based on the issued Request for Proposal (RFP) and our conversations with the District, we understand the scope of work to include a financial statement audit for the years ending June 30, 2022, 2023 and 2024.

**▶▶▶ Extensive School District Experience:** We understand schools face a myriad of challenges, especially in these difficult economic times. Districts of all sizes face increasing demands for accountability, while coping with decreasing revenue sources. Districts in many areas are struggling to maintain quality programs and services while becoming increasingly vulnerable to state spending reductions. Others are continually planning and restructuring as student demographics fluctuate. Whatever challenges the District faces, our team will listen to and understand your needs to help you respond, adapt and operate more efficiently.

**▶▶▶ Depth of Resources:** Our size enables us to be responsive to our clients' needs and unique entity challenges while also providing the necessary breadth and depth of services required in today's complex and ever-changing business environment. We're excited about the benefits we offer:

- **Unmatched Client Service:** You'll be served by professionals with extensive knowledge in the government industry. The District will have access to national resources, including 2,500 professionals with diverse skill sets and experiences across the firm.
- **Proactive Communication:** You can expect your Eide Bailly service team to keep you informed of changes affecting the District. We'll build communication protocols into our service delivery to ensure timely communication resulting in prompt wrap up of work.
- **Partner Involvement:** You'll experience partner and senior staff involvement not only during the audit engagement, but also throughout the year as issues, questions and opportunities arise.

What inspires you, inspires us. | [eidebailly.com](http://eidebailly.com)

4310 17th Ave. S. | P.O. Box 2545 | Fargo, ND 58108-2545 | T 701.239.8500 | F 701.239.8600 | EOE

- **Timeliness:** We understand and will comply with the timing requirements and scope of services of your request. We'll accomplish this by utilizing an open, collaborative process with you. Your proposed engagement team's experience allows us to address the reporting requirements in a timely fashion.

▶▶▶ **Thought Leadership:** We pride ourselves on being leaders in the government industry, offering valuable perspectives beyond our core strength of accounting and tax compliance. We're business advisors who want to help guide the strategy and operations of your organization, and we'll make sure you feel connected and understand the process. Our professionals work closely together so you receive valuable service from people who understand your needs and know your business.

▶▶▶ **We Want to Work with You:** We've developed the following proposal with the Central Lyon Community School District in mind, and we'll provide timely, personalized services for you. We'll also get to know you and your staff and take the time to understand your specific challenges and opportunities. We pride ourselves on delivering honest and insightful advice beyond what is normally experienced in the public accounting industry. If you're still wondering "Why Eide Bailly," our tagline sums it up—what inspires you, inspires us. Your success is our success.

The following pages highlight our firm's strengths and demonstrate why Eide Bailly merits serious consideration. You will be a highly valued client, and we would be proud to work with the Central Lyon Community School District and build a trusting relationship with your team. Please contact me if you would like to discuss any aspect of this proposal.

Sincerely,



**Brian Stavenger, CPA** | Partner  
701.239.8518 | [bstavenger@eidebailly.com](mailto:bstavenger@eidebailly.com)  
4310 17th Ave. S. | Fargo, ND 58108

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## EXPERIENCE

Our experienced professionals are committed to the industries we serve. We focus on training, and we like to think of ourselves as thought leaders.

## PEOPLE

We’re a team of collaborators and innovators. Our culture is the heart of our firm, and we’re always working together to do things differently and better.

## COMMUNICATION

Open, honest, frequent communication ensures that you’re not in for any surprises. We’ll stay in touch throughout the year so you feel understood, connected and confident.

## CORPORATE RESPONSIBILITY

We consider ourselves good corporate citizens—caring for our people, giving back to our communities, and taking care of our environment.





### C. Profile of the Firm

## WHAT INSPIRES YOU, INSPIRES US

Eide Bailly LLP is a regional firm and top 25 accounting firm in the nation. Your experience will be different than working with other CPA firms because we offer knowledge and skills backed by more than 100 years of service. Our professionals deliver industry and subject matter expertise resourcefully, ensuring we're providing guidance that directly reflects your needs. Our clients benefit from local, personal service and, at the same time, enjoy access to more than 2,500 professionals with diverse skill sets and experiences.

### Navigating a Path to Success Together

By embracing change and focusing on innovative ideas, we've grown along with our clients to become one of the top 25 accounting firms in the nation. Accounting is about numbers, but our business is about relationships.

We'll be there for you every step of the way. Talented, down-to-earth people work at our firm, and we're inspired to deliver outstanding expertise and care. We're driven to help you take on the now and the next with inspired ideas, solutions and results.

Our work with clients is more than an engagement. It's a relationship, built on values and trust—and results. When working with Eide Bailly, you will:

- Work with professionals who truly care about your business and will take the time to get to know you and your organization.
- Gain insight from our industry and service specialists to accomplish your objectives, address challenges and leverage new opportunities.
- Make better business decisions knowing you're guided by trusted advisors who care about your success.
- Appreciate our hands-on service style; we're always looking for new ways to solve your problems or help you embrace opportunities.

## AT A GLANCE



TOP 25 CPA FIRM



40+ OFFICES IN 14 STATES



350+ PARTNERS



2,500+ STAFF MEMBERS



FOUNDED IN 1917

## 2. REGISTRATION REQUIREMENTS

Eide Bailly and each of the professional staff assigned to the District are properly registered and licensed to practice in Iowa.

### Firm Registrations:

Iowa Secretary of State Registration Number – 634093

Iowa State Board of Accountancy Permit Number – 2017-0244

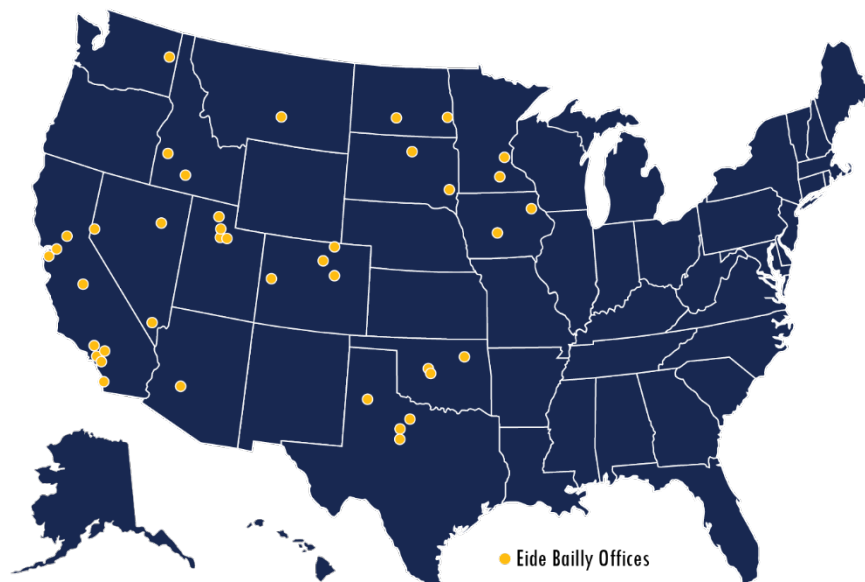
A majority of states, including Iowa, have adopted mobility legislation—a practice privilege that generally permits a licensed CPA in good standing from a substantially equivalent state to practice outside of his or her principal place of business without obtaining another license. All assigned key professional staff have complied with government qualification standards, including government continuing education requirements.

## 3. INDEPENDENCE

Eide Bailly is independent of the Central Lyon Community School District as defined by the generally accepted auditing standards and the U.S. Government Accountability Office’s *Government Auditing Standards* and as defined by the rules of the American Institute of Certified Public Accountants (AICPA). No member of our firm has a direct or indirect interest in the District. Within the past five years, the firm has not had any relationships involving the District.

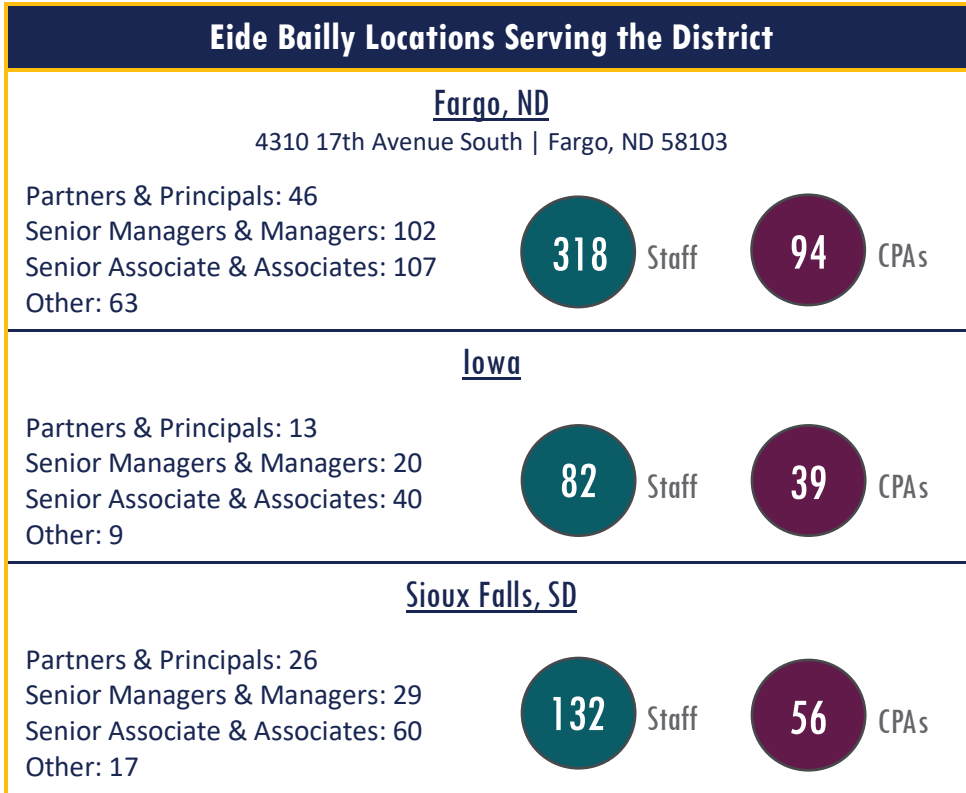
The other general standard for auditing requires the audit organization and the auditors be free from personal and external impairments to independence. As defined by these standards, Eide Bailly is independent in fact and in appearance, and no relationships, either personal or professional, exist that would cause our firm to not be impartial in dealing with the District.

Should Eide Bailly enter into any professional relationships deemed relevant during the course of this engagement, we will notify you in writing of such relationship.



## 4. LOCAL OFFICE

The District will be served by our Fargo office location, which is staffed by more than 315 talented professionals, including 82 CPAs. Our Iowa and Sioux Falls offices are available to assist as needed, providing the District with personalized service. All service team members are full-time employees assigned to your engagement. We do not anticipate using any professional staff on a part-time basis.



## 5. OTHER OFFICE INFORMATION

Although our Fargo office will lead your engagement based on the team’s significant experience with K-12 audits, the District will also have access to professionals in our Iowa and Sioux Falls offices. The District will benefit from geographical proximity as well as the industry knowledge of your assigned engagement team.

We are committed to a ‘One Firm Approach’. This means as a firm, we provide necessary resources to encourage a high level of connection; our professionals work together to provide our clients quality services. Your team members will have direct access to professionals throughout the firm who serve, or have served, similar organizations. In other words, we talk to each other and share experiences. If the District encounters a seemingly unique situation, chances are we’ve seen it before and can help the District navigate the proper course.

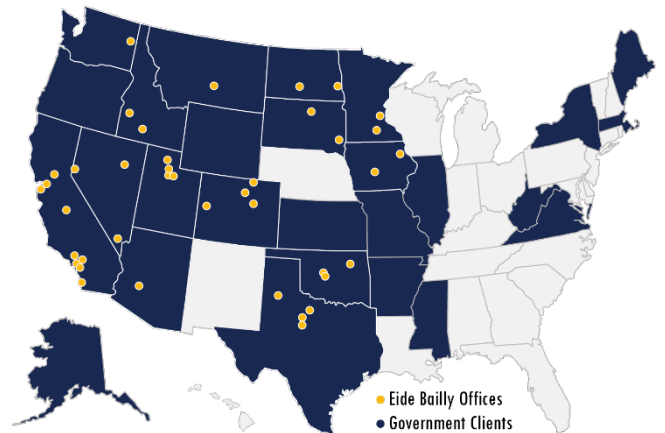


## D. Qualifications

# WE UNDERSTAND SCHOOL DISTRICTS

## 1. SIMILAR AUDITING EXPERIENCE

The government industry represents one of Eide Bailly's largest niche areas—with more than 1,200 government clients firmwide. We provide audit services for a variety of school districts, cities, counties, colleges and universities, fire relief agencies, housing authorities, state agencies and tribal entities. Through serving these clients, our professionals have gained focused expertise in the government industry and will provide you with insightful advice that aids in managing the finances of the District.



These services include, but are not limited to, evaluating internal control structure, assessing control risk and performing tests of controls, as well as testing compliance with applicable laws and regulations in accordance with *Government Auditing Standards*.

School districts face increasing demands for accountability while coping with decreasing revenue sources and day-to-day challenges, such as maintaining quality programs and services while being vulnerable to state spending reductions and continually planning and restructuring as student demographics fluctuate. It's a challenge to operate efficiently while keeping an eye on the future.

Having a team by your side that listens to your needs and helps you respond and adapt to whatever challenges lie in the path of success can make the difference between passing and a failing grade when it comes to your goals. Our approach stands apart because we emphasize collaborative communication throughout the year. You can expect regular meetings that keep you up-to-date on timelines and process, and our partners and senior level professionals are accessible when you need them. Your decisions lay the groundwork for educating not only today's students, but also tomorrow's students as well. With Eide Bailly, you can be confident you're on the path to achieving your goals.



## Government Industry Involvement

Eide Bailly prioritizes staying current on industry developments, and we help clients adapt to changes within the existing standards or implement new standards. Our team members are engaged in the government industry and are well positioned in organizations associated with government entities. We are leaders in the Governmental Accounting Standards Advisory Council (GASAC), the AICPA's Governmental Audit Quality Center, AICPA State and Local Government Expert Panel and Private Companies Practice Section (PCPS) Technical Committee, local and national boards of the Association of Government Accountants (AGA), including the Financial Management Standards Board, and the review committee for the Government Finance Officers Association's (GFOA) Certificate of Achievement for Excellence in Financial Reporting. Due to our leadership positions, the District will have access to information not available from other accounting firms.

Eide Bailly also regularly attends Governmental Accounting Standards Board (GASB) meetings throughout the year, and we communicate the results of those meetings to our clients through our newsletters, e-blasts and webinars. We're also involved with GASB's financial reporting reexamination task force shaping the future of state and local government accounting and reporting and participate in the reexamination of the revenue and expense model and note disclosure projects with GASB.

## CLIENT REFERENCES

As a top 25 CPA firm, we've built our business on relationships and believe our clients to be the best critics of our service. The clients below have similarities to your organization, and we encourage you to contact them to learn about their Eide Bailly experiences.

### Similar Clients

#### West Lyon Community School District

**Janet Feikema**, Business Manager

712.753.4917

[jfeikema@wlvildcats.org](mailto:jfeikema@wlvildcats.org)

#### Menahga School District #821

**Kyle Bergem**, Business Manager

218.564.4141 Ext 331

[kbergem@menahga.k12.mn.us](mailto:kbergem@menahga.k12.mn.us)

#### Hawley ISD No 150

**Maria Beringer**, Business Manager

218.483.4647

[mberinger@hawley.k12.mn.us](mailto:mberinger@hawley.k12.mn.us)

## Thought Leadership

A number of partners at Eide Bailly are nationally recognized state and local government thought leaders who present at dozens of national venues throughout the year. These include: GFOA; National Association of State Auditors, Comptrollers, and Treasurers; California Society of CPAs; California Society of Municipal Finance Officers; Oregon Government Finance Officers Association; the California State Association of County Retirement Systems; the California Association of Public Retirement Systems; AGA National Professional Development Conference; National Association of Housing and Redevelopment Officials (NAHRO); Iowa Society of CPAs; Idaho Society of CPAs; Utah Society of CPAs; and Colorado GFOA.

We also provide training for state and local agencies. Some of these agencies include Controllers' offices of the State of Tennessee, Texas State Auditor, State of Montana, Commonwealth of Massachusetts and the State of Nevada.

Furthermore, **Eric Berman**, Partner, is the author for the entire Governmental Library for Commerce Clearinghouse Wolters Kluwer (CCH). This library serves as the interpretative reference on government GAAP, government best practices and government audits for governments, auditors and educators nationwide. Eric is an additional resource for the District and is available to assist or consult as needed.

**Online Publications** – The District will also have access to resources on our Eide Bailly Government Industry website. We publish articles related to hot issues within the government accounting arena. Below is a list of some of the recent articles posted to our website and emailed to our clients:

- [The Impact of a Cybersecurity Incident or Breach on Your Government Entity](#)
- [Frequently Asked Questions on GASB's Leasing Standard](#)
- [Guidance Issued On COVID-19 Related Audit Items](#)

**Webinars** – We host frequent webinars dedicated to helping you and your organization navigate complex issues. Each webinar covers a different topic to help evaluate the steps necessary to achieve success and remain ahead of the curve.

### **Creating a Culture of Security: Governmental Cybersecurity Trends**

#### **Recorded Webinar Link Coming Soon!**

Have you created a culture of a security within your organization? It's not a matter of if an incident will occur, it's a matter of when. Planning for a cyber incident now, can save you time and money in the future. Not getting cybersecurity right, could mean chaos, should a breach occur. We're here to help you create a culture of security, learn more about current governmental trends and next steps.

### **December 2021 GASB Update – What's Going On Other than Leases?**

**Thursday, December 2, 2021 | 11 a.m. - 12:30 p.m. MST | [Register](#)**

This webinar will help your government get ready for December 31, 2021, year-ends as well as fiscal year-ends in 2022, beyond implementing GASB Statement No. 87, Leases. Yes, there is other GAAP. GASB Statement Nos. 89, 93, 91, 92, 94, 96 and 98 will be quickly reviewed, along with other pending GAAP standards from the Governmental Accounting Standards Board.



### **Implementation of New Standards**

In an industry where standards continually evolve and change, Eide Bailly makes it a priority to stay current and assist our clients with necessary changes. In addition to helping clients implement new standards, we also help them adapt to changes within the existing standards.

Additionally, several Eide Bailly professionals serve on committees that have input into how new standards are written. This enables us to be involved from the beginning and influence the final outcome. Our clients benefit from our strong understanding of the standards and how they may affect their organization. We'll work with the District to create a plan to address new standards one to two years prior to implementation.



## 2. KEY PROFESSIONAL MEMBERS

# AN EXPERIENCED SERVICE TEAM

We're passionate about our work—and your success. We've selected professionals for your service team who are the right fit for your engagement, based on their knowledge and experience in the government industry.

**Brian Stavenger** will lead the engagement team and serve as the Audit Engagement Partner and **Courtney Richman** will serve as the Audit Manager. **Amber Huseh** will serve as Senior Associate. These professionals are licensed to practice public accounting and bring strong credentials and a desire to work with the District. If awarded these engagements, these individuals will serve as your primary contacts. Additional resources will support the project team as necessary.

### Senior and Staff Associates

All of our seniors have more than two years of experience in public accounting, with several who specialize in the government industry. We require Yellow Book compliance for all members of our assurance staff. This means no fewer than 24 hours of specific government education courses every two-years. Most members of our audit staff significantly exceed that amount.

Once an agreeable timeline has been determined, we will assign a few of our talented seniors and staff to your engagement.

### Staff Availability

Once engaged, we'll meet with the District to discuss timing needs and structure our commitment of resources accordingly. We've reviewed our workload and are confident that through the size of our firm and our resources—not only in Fargo, but also across the firm—we have the capacity to serve the District now and in the future. Although we're committed to other projects, we're adept at managing workflow and projects and can be flexible in allocating staff time. We're confident we have the resources to meet your needs.

## Team Overview

We know the importance of a strong business relationship, so we keep staffing changes to a minimum year-to-year. Eide Bailly has a high retention rate, allowing us to provide stability. You'll find profiles for each team member in [Appendix A](#), with relevant continuing professional education (CPE) included. The following information will provide an overview of your service team:



### **Brian Stavenger, CPA**

#### **PARTNER**

Brian has more than 20 years in public accounting with experience providing audit, consulting and accounting services to clients in the governmental, nonprofit, education and utility cooperative industries. He has experience auditing more than 40 public school districts throughout that time and dedicates approximately 85% of his time to governmental audits, with a focus on school districts from July through

November each year. He also conducts financial feasibility studies for charter schools across the country. Brian serves as the engagement partner on the West Lyon Community School District annual audit.

He is an active member of the GFOA's Certificate of Achievement Programs' Special Review Committee. He is a member of the firm's government industry COVID-19 response team, working with all clients on the pandemic and its impact, including the profound change in operations facing nearly every local government. Brian is independent of the District, as defined by Government Auditing Standards.



### **Courtney Richman, CPA**

#### **AUDIT MANAGER**

Courtney will serve as the Audit Manager on your engagement. She has more than eight years of public accounting experience, providing audit and accounting services to clients in a variety of industries including governmental and utilities. She has experience working with over 30 public school districts and focuses on school district audits from July through November each year. She provides technical

assistance and oversight of the audit team as they work with West Lyon Community School District. Courtney is independent of the District, as defined by Government Auditing Standards.



### **Amber Huseth, CPA**

#### **AUDIT SENIOR ASSOCIATE**

Amber joined Eide Bailly in 2018 and provides public accounting services to Eide Bailly clients in the governmental, nonprofit and hospitality industries. Amber will serve as the in-charge on the audit. She has experience working with over 10 public school districts and focuses on school district audits from July through November each year. Amber serves as the in-charge on the West Lyon Community School

District annual audit. Amber is independent of the District, as defined by Government Auditing Standards.

## Continuing Education

Because we're committed to the government industry, we provide our professionals with specific, ongoing training related to these industry issues. This investment ensures our people stay current on the unique challenges and opportunities within their industries, so they're in the best position to help clients address these issues. We accomplish our regulatory and accounting standard training through attendance at various AICPA sessions.

Firmwide, our continuing professional education (CPE) program requires all professional staff obtain education that exceeds the requirements of the American Institute of Certified Public Accountants (AICPA) and where applicable, *Government Auditing Standards*.

The firm places a strong emphasis on lifelong learning and recognizes the importance of developing our professionals to best serve our clients. This past year we provided our client service professionals with an average of 72 hours of professional education, compared with the 40-hour accounting industry requirement. In addition, we regularly share information among the audit teams in different offices to ensure we're providing clients with the latest thinking and best possible solutions. Our government professionals obtain CPE through the following means:

- Government-specific seminars sponsored by the AICPA and Government Audit Quality Center (GAQC).
- Seminars sponsored by the Government Finance Officers Association.
- Involvement with local chapters of the GFOA (we teach and attend GFOA conferences, regularly).
- Eide Bailly seminars specific to government issues, taught by our experienced managers and partners.

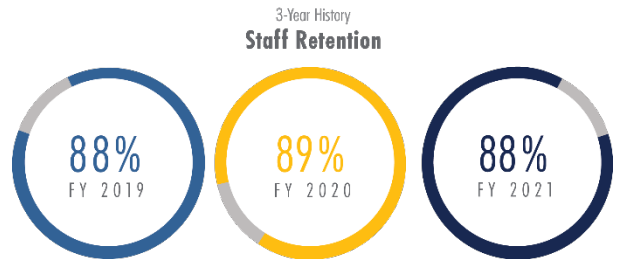


**CPE HOURS**  
Eide Bailly FY 2021  
INDUSTRY STANDARD: 40

By expanding our knowledge of issues important to government organizations, we provide more in-depth, knowledgeable solutions to our clients. Additional communication, webinars and training are provided throughout the year on a variety of topics important to state and local governments.

### 3. POLICY ON CHANGES IN KEY PERSONNEL

To help ensure a strong business relationship and to minimize disruptions, we keep staffing changes to a minimum. Compared to the national average, Eide Bailly experiences a higher retention rate, which translates to providing our clients with consistent service teams. We'll strive for continuity of staff for your engagement. With this continuity comes quality as team members' knowledge of your organization grows from year to year.



Should the need arise to change any of the key engagement personnel, we will notify you in writing and provide the qualifications of the proposed replacement. Upon your approval, new engagement personnel will join your service team.

### 4. GOVERNMENTAL AUDITING STAFF

The firm has 275 full-time professionals who participate in our Government Services Group. These professionals share information, learn from others and stay up to date on industry developments. To gain the greatest benefit, the knowledge is shared with professionals across the firm.



## 5. ACCESS TO SPECIALISTS

# ACCESS TO SPECIALISTS

Our senior professionals work closely together so you receive valuable service from people who understand your needs and know your business. We have developed several industry groups, one of which is dedicated to the government industry. Through this industry group, we can connect our clients with specialists throughout the firm. We have included a few of our government industry leaders below:



### **Jodi Daugherty, CPA – Partner-in-Charge of Government Services**

Jodi joined the firm in 1995 and has extensive experience in a wide variety of public accounting services. Her client portfolio is just as diverse-she has worked with government entities, nonprofit organizations, institutions of higher education, multifamily housing projects and public housing authorities. Jodi manages audits for many of the government entities in the Pacific Northwest and also plays an active role in audits of federal awards in both the non-profit and government sectors. Jodi

has worked with various government entities, including higher education institutions, school districts, counties, cities, highway districts and housing authorities, working with several governments that prepare and submit an ACFR to the GFOA every year.



### **Eric Berman, CPA – Partner | GASB Consultant**

Eric brings more than 29 years of public accounting experience and is unique in the fact he not only possesses nationally recognized audit experience, but also preparer, educator and authorship experience. His experience includes acting as the Deputy Comptroller for the Commonwealth of Massachusetts, where he ran the State's audit for 11 years. He was also the Chief Financial Officer of the Massachusetts Water Pollution Abatement Trust and served as Vice Chairman on the Government

Accounting Standards Advisory Council to GASB. Eric is a nationally recognized expert on public employee retirement systems, OPEB, derivatives, the single audit, governance and other important topics. He is also the author of the entire government library of reference information and audit programs for CCH Wolters Kluwer. His experience with states includes leadership positions with the National Association of State Auditors, Comptrollers and Treasurers. He has provided consulting expertise nationwide on a number of complex topics facing states, cities, counties and special districts.

## 6. QUALITY CONTROL

### **Peer Review**

Eide Bailly is a member of the American Institute of Certified Public Accountants. Our membership with the AICPA requires a third-party peer review of our audit and accounting practice every three years. A copy of our firm's most recent peer review is included in **Appendix B** of this proposal. The quality review included several government engagements and received a rating of 'Pass'. No letter of comments was issued.

### **PCAOB**

We're also currently registered with the Public Company Accounting Oversight Board (PCAOB), for which the portion of our practice related to PCAOB/SEC engagements is subject to an inspection of the PCAOB at least once every three years. A copy of our most recent PCAOB inspection report can be found on the PCAOB website at [www.pcaobus.org](http://www.pcaobus.org).



### E. Scope of Services and Proposed Project Schedule

## UNDERSTANDING OF WORK

Based on the issued RFP and prior conversations with the District, we understand your needs as outlined below:

- Financial statement audit for the years ending June 30, 2022, 2023 and 2024, to be performed in accordance with reporting formats specified by the Auditor of State's office, AICPA Audit Guides, Governmental Accounting Standards Board reporting requirements, and the requirements of the Single Audit Act Amendments of 1996 and OMB Circular A-133, Audits of States, Local Governments, and Non-Profit Organizations, when applicable.

### Commitment to the District

We welcome the opportunity to be your professional services firm and commit to providing the services listed above. In addition, we will:

- Provide ongoing help for questions, concerns and problems that arise whether they are anticipated or unexpected.
- Provide **Brian Stavenger** as your specific client service contact who will coordinate your service team and provide managers and staff to assist management with informed and accurate solutions.
- Provide experienced professionals who possess the depth and expertise to handle significant or complicated issues.

When you work with Eide Bailly, your experience will be different than working with other CPA firms. Our professionals are thought leaders who strive to become your trusted business advisors by delivering insightful advice and industry knowledge.

# AUDIT METHODOLOGY

At Eide Bailly, we promise you a better overall experience. While we recognize multiple firms are capable of accomplishing the objectives of an audit, Eide Bailly appreciates that every situation and every organization is different, and we tailor our approach based on the needs of each client.

Eide Bailly values its business relationships and demonstrates this through our partner and manager involvement. Our senior level professionals are involved with our clients and accessible throughout the year. They do not delegate all tasks to staff, but rather stay involved onsite during fieldwork as well as stay connected throughout the year. This approach delivers the greatest benefit to our clients because we're able to stay abreast of changes in and updates to our client's operating environment and partner with them to achieve optimal results.

Our clients experience a communication approach that stands apart in both style and frequency. Because we recognize effective communication is critical throughout the entire audit process, our service and communication approach begins with planning and continues throughout the year. Additionally, we take a collaborative communication approach with our clients and include them in the process as our peers. Our clients offer a wealth of knowledge and information about their organization, and communicating with them as a business partner ultimately produces the best outcome.

Prior to beginning the engagement, we'll discuss with management:

- The engagement timeline.
- The audit approach and process.
- Additional considerations that may affect scope, schedules and work papers to be prepared by your personnel.

Upon appointment as your auditor, we'll discuss the audit schedules and work with you to ensure the timeline meets your needs and makes the most effective use of your staff members' time.

## Audit Schedule

We understand your requested timeline and are committed to meeting your deadlines.

Eide Bailly commits to you that if your team is prepared for the audit when our team is in the field, we will meet your deadlines. We'll work closely with your team through the planning stages to clearly define expectations and the items required from your team, facilitating an efficient audit and enabling us to meet your deadline. The following table identifies the structure of our audit for District reports and the timing of each section:

### Engagement Timeline

Activity	Timing
Planning	June/July
Interim Fieldwork	August/September
Fieldwork	October
Exit Conference	November
Reporting	December
<b>Ongoing Communication</b>	<b>Throughout the Year</b>

By engaging in thorough audit planning and communications with management, we begin each engagement with a strong understanding of the various deadlines for each of the financial and single audits and the steps involved along the way to meet these deadlines. An audit project plan will be developed between our team and the District and then followed closely, and we'll work with the District's management team to customize our auditing services and specific timelines to your needs. We believe in clear, up-front and open communication with no surprises.

## AUDIT WORK PLAN



Our audit approach is designed to collaborate with the District and achieve optimal results. The approach consists of five major components: Planning, Interim, Fieldwork, Reporting and Ongoing Communication. If awarded, we will discuss with management our proposed schedule, but we also have the flexibility to make any changes to meet the reporting deadlines. The objectives of each component are described in the following pages:

PLANNING	
	<ul style="list-style-type: none"><li>• Discuss and finalize the engagement timeline, audit approach and process.</li><li>• Discussions with management and accounting staff, including the Board, if requested, to address any risks or concerns that they may have.</li><li>• Evaluate the nature of the operating environment (for example, changes in volume, degree of system and reporting centralization, sensitivity of processed data, the impact on critical business processes, potential financial impacts, planning conversions and economic and regulatory environment).</li><li>• Review of interim financial information and reports to identify significant risks and changes early.</li><li>• Review of significant estimate areas and consideration of underlying assumptions early in process.</li><li>• Gain an understanding of the District and its reporting units and their environments.</li><li>• Documentation of internal control systems, including IT, and related changes from prior periods.</li><li>• Consideration of fraud, risk of noncompliance, illegal acts, abuse, etc.</li><li>• Assessment of audit risk and identification of potential audit issues.</li><li>• Assessment of materiality and testing scopes to the extent possible and presentation of audit plan.</li><li>• Preparation and communication of audit request lists and work papers.</li><li>• Develop expectations regarding timing and audit progress.</li><li>• Gain understanding of single audit programs and perform an analysis of potential major federal programs.</li></ul>

## INTERIM WORK – FINANCIAL STATEMENT



- Discussions with management to determine internal controls, perform walk-throughs and discuss any potential audit issues.
- Determine audit procedures by area, based on results of audit planning and risk assessment.
- Determine confirmation needs.
- Prepare listing of audit information requested from the District.
- Review minutes, resolutions and ordinances.
- Perform tests of legal compliance.
- Weekly updates to District staff.
- Exit conference with management.

## FINAL FIELDWORK



- Audit areas based on risk assessment.
- Obtain and prepare schedules and analyses supporting the financial information.
- Discuss findings with management, if any.
- Discuss proposed journal entries with management, if any.
- Finalize single audit testing.
- Weekly updates to District staff.
- Exit conference with management.

## REPORTING



- Review of the financial statements by the partner over the engagement.
- Review of financial statements by a partner not otherwise associated with the audit to obtain a “second opinion” on the completeness and adequacy of financial statement disclosures and audit procedures.
- Completion of management letters and review with management.
- Preparation of other communications to management and the Board.
- Assistance with preparation of the Data Collection Form and the preparation of the reporting package for submission to the Federal Audit Clearinghouse.
- Meet with the Superintendent, Business Manager, and Finance Committee prior to the audit being brought to the Board for approval.

## ONGOING COMMUNICATION



- Obtain interim financial statements throughout the year for review.
- Analyze significant changes and identify areas to further tailor our audit plans and to keep us up to date with continuing changes.
- Compare the interim results to year-end results for the past few years to identify potential issues in the financial reporting process.
- Participate periodically at your Board meetings, and any other meetings, at the Board’s request.



We will hold an exit conference with management and provide periodic written or oral reports on the status of the audit to representatives of the District. The success of the audit is dependent on the amount of open communication throughout the year and not just during the audit period. We will work closely with management and the accounting personnel throughout the audit process and will hold weekly meetings to go over open items as well as discuss any potential accounting or compliance issues identified during the audit. We believe in no surprises. When we perform the exit conference, we will hold a final discussion on any potential findings and will come to a conclusion during the conference. Our goal is to have no additional findings subsequent to the exit conference.

### Using Information Technology Auditors

As part of any financial audit, Eide Bailly is required under auditing standards to obtain a sufficient understanding of the accounting system and technology environment to plan the audit. It is our philosophy to not only meet but also exceed this requirement by involving Eide Bailly's dedicated technology specialists to participate in audits as deemed appropriate.

Our IT methodology is based on American Institute of Certified Public Accountants (AICPA) guidelines, the internal controls framework prescribed by Committee of Sponsoring Organizations of the Treadway Commission (COSO), and the best practices for technology controls as defined by the Control Objectives for Information and Related Technology (COBIT) developed by the Information Systems Audit and Controls Association (ISACA). When auditing the technology environment, we evaluate both the general technology controls and specific application controls that are in effect. This requires our IT auditors to consider how the accounting systems, infrastructure, processes and people work individually and together to ensure financial records are being appropriately processed and reported. As such, we must work with IT staff to assess how the relevant systems and technology environment are administered and supported, and with accounting staff to evaluate how financial data is processed and system controls are maintained to enforce segregation of duties.

Eide Bailly has extensive experience integrating a variety of IT services into our audit engagements across organizations in the public, private and nonprofit sectors. These experiences include auditing of IT operations, security and software development as well as conducting both internal and external network vulnerability tests. In addition, we have former federal and local law enforcement computer forensic specialists that utilize the latest tools to analyze and investigate digital media for a wide range of purposes.

We have seasoned professionals with years of relevant technology experience, many of whom carry a myriad of certifications, including the following designations:

Certified Information Systems Auditor (CISA)	Certified Common Security Framework Practitioner (CCSFP)
Certified in Risk and Information Systems Control (CRISC)	GIAC Security Essentials Certification (GSEC)
Certified Information System Security Professional (CISSP)	Certified Internal Auditor (CIA)
Certified Information System Manager (CISM)	Certified Government Audit Professional (CGAP)
Certified Financial Systems Auditor (CFSA)	Certified Risk Management Assurance (CRMA)
Certified Ethical Hacker (CEH)	Certified Information Technology Professional (CITP)
Certified Public Accountant (CPA)	Certified Penetration Testing Engineer (CPTe)

Our experience with audits of various entities requires adherence to various standards surrounding internal controls including the COSO Framework, generally accepted government auditing standards (GAGAS) and Federal Information System Controls Audit Manual (FISCAM). We work with all our clients to help them understand the updated COSO framework.

We have conducted training on COSO and risk assessments nationwide and believe we'll add value and improve the effectiveness of the risk management, control and governance processes.

## Use of Technology

Eide Bailly staff utilizes progressive and effective software to streamline processes and make them as efficient as possible. These technologies include:

### My Eide Bailly (Web-Based Client Site)

My Eide Bailly is an online client site that gives clients the ability to transfer files securely and connect digitally with Eide Bailly.

Email is not a secure way to exchange documents, but My Eide Bailly can handle large file uploads in a safe, secure manner.



In addition, My Eide Bailly offers clients visibility into their projects, control over who can access and see files related to those projects (including third parties), and an easy way to browse invoices, articles and upcoming webinars and other events. My Eide Bailly has an Apple and Android app as well.

My Eide Bailly makes it easy to share and stay connected with Eide Bailly, creating efficiencies for both our clients and our staff during engagements. Additional features will be added as we build our digital strategy to empower our clients to work with us digitally if they choose.

### Data Extraction Software

Eide Bailly designs our approach to incorporate the use of TeamMate Analytics to maximize efficiency while conducting a very effective audit. Through TeamMate, we can extract information from related databases and create databases that check for duplicate payments, summarize payments, extract journal entries from specific accounts, develop expectations for analytical procedures and recalculate system calculations among a host of other procedures developed by our audit team.

### CCH ProSystem fx Engagement by Wolters Kluwer

This software is used to perform the audit, retains the electronic workpapers and supporting documentation, performs project tracking and facilitates quality engagement review.

### Adapting to Change

Many of our clients are wondering about working on their audits remotely. Eide Bailly performs all engagements in a paperless environment. As a technology-driven firm, we've seen no issues in performing audit procedures off-site from our clients. We've taken advantage of technology, such as using Microsoft Teams, which allows us to communicate with our clients face to face, while sharing screens, to make the process as seamless as possible. We're utilizing Zoom to host webinars and town hall meetings to educate and assist our clients on rapidly changing circumstances and how to successfully navigate those changes. As a result, we have no concerns completing this audit remotely should the need arise. We'll discuss with management which approach, remote vs. on-site, works best for you.

### **Ability to Meet Deadlines and Shorten the Time in the Field**

We understand the frustrations of an audit firm not meeting your stated deadlines. We commit that we can, **and will**, meet your deadlines as well as shorten the amount of time needed in the field. Our experience with other government audits has enabled us to fine-tune our audit process. This translates to a smooth and more efficient audit for you while meeting your deadlines and keeping our fees at a reasonable rate.

### **Multi-Year Approach**

We attempt to retain the majority of the audit team to develop a historical perspective of the operating and control environment of the District. This historical perspective allows us a deeper understanding of the risks surrounding the District and the opportunity to perform a thorough audit without a learning curve. The result of our preliminary review is a planned calendar of audit events, timing and expectations based on the budgets and related materials, organizational charts, manuals and programs, and financial and other management information systems.

We also have the resources within our offices to change your current engagement team while retaining the historical perspective we gain over the years, if you think you'd benefit from auditor rotation. The individuals in Eide Bailly's government group have extensive experience in the industry and benefit from the firm's focus on continuing education. Our government professionals are well-positioned in organizations associated with government entities, such as the American Institute of CPAs (AICPA) and Governmental Audit Quality Center, the primary purpose of which is to promote the importance of quality government audits. We've also held leadership roles in the Government Finance Officers Association (GFOA).

We will be available to the District throughout the year as a resource to answer questions, have discussions and confirm the appropriate accounting treatment for unique or infrequent transactions.

F. Fees and Compensation

**EXPECTED FEES**

Our fees are based on the complexity of the issue and the experience level of the staff members necessary to address it. If you request additional services, we'll obtain your agreement on fees before commencing work, so there are no surprises or hidden fees.

We propose the following fees based on our understanding of the scope of work and the level of involvement of the District's staff:

**1. ESTIMATED TOTAL HOURS:** 215 hours

**2. ESTIMATED OUT-OF-POCKET EXPENSES**

In addition to the professional fees listed above, you will be billed for actual out-of-pocket expenses such as travel time, mileage, lodging and meals.

**3. HOURLY RATES BY STAFF CLASSIFICATION**

Staff Level	2021
Partner	\$ 250/ hr.
Senior Manager/Manager	\$ 175/ hr.
Senior Associate/Associate	\$ 125/ hr.
Staff	\$ 75/ hr.

**4. ALL-INCLUSIVE MAXIMUM FEE AND OUT-OF-POCKET EXPENSES**

Professional Services	2022	2023	2024
Annual Financial Statement Audit	\$22,000	\$23,100	\$24,250

If the District's federal expenditures exceed \$750,000 and an audit over those funds is required, the single audit fee in 2022 will be \$5,000, assuming one major program is to be tested. If additional programs are required to be tested, it will be an additional \$2,500 per program. The anticipated fee increase is approximately 5% annually for 2023 and 2024.

At Eide Bailly, we leverage technology to allow our staff to work in a virtual work environment while continuing to provide a top-tier level of service to our clients. Accordingly, we anticipate completing our services completely off-site, thus eliminating any extra costs for the District. Any travel costs deemed necessary by our team, with approval from the District, would be billed at actual as detailed above.

### **Billing Policy Regarding Telephone Inquiries**

We know clients appreciate access to all their service team members. We embrace this opportunity for constant communication and will ensure our team members are available when you have questions and issues. This service is included in the scope of the engagement. If a particular issue surfaces that falls outside the scope of this engagement, we'll bring it to your attention and obtain approval before proceeding.

### **5. FREQUENCY AND TIMING OF BILLING PROCESS**

Invoices are presented as the work progresses, with an initial invoice at the completion of the interim fieldwork, a second invoice at the completion of fieldwork and a final invoice following issuance of the audit report.





## Additional Resources

# LET US HELP YOU WITH MORE

We pride ourselves on being leaders in the government industry, offering valuable perspectives beyond our core strength of accounting and tax compliance. We're business advisors who want to help guide the strategy and operations of your organization, and we'll make sure you feel connected and understand the process. Our professionals work closely together so you receive valuable service from people who understand your needs and know your business.

When you work with us, you'll have access to the knowledge and talents of more than 2,500 professionals across our firm. This includes specialized tax knowledge, a full spectrum of audit/assurance services and our many specialized services, such as:

### **Cybersecurity**

Our professionals have deep IT backgrounds, specializing in a broad range of security services and allowing us to tailor solutions to your needs. We work with every level of your organization—your boards and executives, technical IT admins and general users—to provide insight and guidance so you can be confident your data is protected.

### **IT Consulting**

Business planning and technology strategy go hand-in-hand, like having a good offense and defense. You can't win the game without planning for both.

Whether you want a better way to power your decision making, a simpler way to run your organization or you just want to see a return on your technology, a solid strategy always comes first. Our business consultants will help you define your goals and business needs so that your technology game plan keeps you winning.

### **Forensic Accounting**

We have seasoned professionals with years of relevant investigative experience. Our forensic accountants are experienced in assisting with internal, civil, criminal and insurance recovery investigations related to allegations of theft, fraud and accounting irregularities. The forensic methodologies and technology used by our team of specialists help get to the facts of these situations and are court proven. We understand the urgency of resolving these types of matters and take pride in delivering a quality work product in an efficient and timely matter.



## The Right Choice for the Central Lyon Community School District

# BUILDING A SUCCESSFUL PARTNERSHIP

To us, work isn't just work; we see it as a chance to help you solve problems, achieve goals and pursue passions. After thoughtfully reviewing your needs and taking the time to understand your business, we think we're the best fit for this opportunity.

We can connect you with the knowledge, resources and solutions that bring confidence to your business decisions. We want to work with you!

If you have questions or would like additional information, don't hesitate to contact us. We want to make sure you have everything you need to make your decision.



**Brian Stavenger, CPA**

**Partner**

701.239.8518

[bstavenger@eidebailly.com](mailto:bstavenger@eidebailly.com)

## We Want to Work with You

We're driven to help clients take on the now and the next with inspired ideas, solutions and results. We look forward to working with you.

Appendix A — Team Profiles

# TEAM PROFILES

## BRIAN R. STAVENGER, CPA

Partner

**INSPIRATION:** Eide Bailly is a great place to work because the firm gives our staff the keys to drive their own career. The firm provides opportunities for growth and doles out responsibility to young staff at an earlier time than most firms.

701.239.8518 | bstavenger@eidebailly.com



Brian joined the firm in 2001 and has devoted much of his career with Eide Bailly serving the accounting needs of public sector clients, including local governmental entities, public schools, charter schools, as well as colleges, universities and utility cooperatives. To support Eide Bailly's commitment to staff development, Brian offers continuing education opportunities by serving as an instructor for firm-wide governmental trainings. Brian is a regular speaker on the topic of feasibility studies for higher education conferences. He also presents on topics related to education, including student activity funds, how to prepare for a government audit and the challenges facing higher education.

When you work with Brian, you get a partner who is intent on listening and allowing you to fully articulate your concerns. While that might mean he seems quiet at times, it also means your goals will be completely understood and attended to. Brian will always be responsive to your inquiries, as he also takes pride in responding within 24 hours to each of his clients.

Away from the office, you'll often find Brian at the hockey rink either cheering on his two kids or volunteering as an assistant coach when needed. He and his wife both love to travel and make a point of escaping town a few times each year (sometimes they even bring the kids). During the summer, the whole family relishes time at the lake or simply gathering around the bonfire on the back patio with friends.

### Client Work

Provided audit services to local governments (schools, cities, and counties), and rural electric cooperatives.

Examined forecasts for institutions of higher education and charter schools.

Promoted staff development by hosting firm-wide trainings on governmental accounting best practices.

### Memberships

North Dakota Society of Certified Public Accountants

American Institute of Certified Public Accountants

### Designation/Licensures

Certified Public Accountant

### Education

Bachelor of Arts, Accounting – Gustavus Adolphus College, St. Peter, Minn.

### Community

Moorhead Youth Lacrosse Association, Board Member

Moorhead Youth Hockey Association, Past Board President

Cass County Historical Society

CENTRAL LYON COMMUNITY SCHOOL DISTRICT

**Relevant CPE Courses for Brian Stavenger**

Course Title	Sponsor	Date	Total Credits
<b>2021</b>			
Live Training ASN 2021	Eide Bailly LLP	10/29/2021	1.5
MNCPA Audits of Local Governments Conference – Auditing Standards Update	MNCPA	10/18/2021	3.0
Live Training ASN 2021	Eide Bailly LLP	08/27/2021	1.5
Becoming a Trusted Advisor to your Government Client - Structuring the Conversation for Success	Eide Bailly LLP	08/23/2021	1.5
2021 NASACT Annual Conference	Eide Bailly LLP	08/18/2021	10.5
Becoming a Trusted Advisor to your Government Client	Eide Bailly LLP	07/26/2021	1.5
Healthcare & Government Retreat	Eide Bailly LLP	07/22/2021	10.0
GASB-87 – Leases Workshop - Part 2 - Lessors	Eide Bailly LLP	07/13/2021	2.0
21CF-SCHX: MNCPA Audits of School Districts Conference	MNCPA	6/2/2021	8.0
Planning Considerations for 2021 Single Audits (COVID-19 focus)	Eide Bailly LLP	5/27/2021	1.0
A&A Update Spring	Eide Bailly LLP	5/25/2021	6.0
SD Department of Legislative Audit Annual DLA Government Audit Workshop	SD Department of Legislative Audit	5/17/2021	8.0
Trusted Advisor Series 2021	Eide Bailly LLP	4/27/2021	3.0
Single Audit Webcast: 2020 Compliance Supplement Addendum	Eide Bailly LLP	01/05/2021	1.0
<b>2020</b>			
Governmental Update 2020 (GASB Webinar Series)	Eide Bailly LLP	11/18/2020	13.0
Assurance Partner - Internal Inspection and NAO Update	Eide Bailly LLP	10/23/2020	2.0
Intro to Kira	Eide Bailly LLP	10/08/2020	1.0
A&A Update 2020	Eide Bailly LLP	10/06/2020	8.0
Single Audit Update – 2020 Compliance Supplement and COVID-19 Impact	Eide Bailly LLP	09/21/2020	1.0
Tech Essentials 2020	Eide Bailly LLP	09/17/2020	1.0
ASN – August 2020	Eide Bailly LLP	08/28/2020	1.5
Disclosure Update	Eide Bailly LLP	08/13/2020	2.0
School District Roundtable on COVID-19 Financial Impacts	GFOA	08/12/2020	1.0
Fiscal First Aid for School Districts	GFOA	08/07/2020	1.0
Government & NPO Conference 2020	Eide Bailly LLP	07/17/2020	8.5
20CF-SCHX: MNCPA Audits of School Districts Conference	MNCPA	06/01/2020	8.0
2020 State and Local Government Audit Planning Considerations	AICPA	05/28/2020	2.0
Trusted Advisor Series	Eide Bailly LLP	05/28/2020	3.0
COVID19 & Relief Funding: Single Audit Compliance Considerations 2020	Eide Bailly LLP	04/30/2020	1.0
Managing Cash Flow in a Crisis	GFOA	04/24/2020	1.0
NTO Update 5	Eide Bailly LLP	04/21/2020	1.0
Internal Staff Training for GASB-87	Eide Bailly LLP	04/09/2020	1.0
ASN April – 2020	Eide Bailly LLP	04/03/2020	1.0
Budgeting During a Recession	GFOA	04/01/2020	1.0
It's Here! Fiduciary Activities Implementation Considerations	AICPA	02/06/2020	2.0
ASN – January 2020	Eide Bailly LLP	01/17/2020	1.5
<b>2019</b>			
Government & NPO Industry Conference	Eide Bailly LLP	07/11/2019	13.0
Governmental A& A Update 2019	Eide Bailly LLP	06/26/2019	8.0
School District Auditing	Region I ESV	06/25/2019	2.0
MNCPA School District Audits Conference	MNCPA	06/03/2019	8.0

## COURTNEY RICHMAN, CPA

Manager

**INSPIRATION:** I strive to improve audit processes to ensure the audit is completed timely and efficiently. I enjoy getting to know my clients and really understanding their business in order to provide quality customer service.

701.476.8326 | crichman@eidebailly.com



Courtney provides audit and assurance services to clients in a variety of industries, including governments, utilities, manufacturing and distribution and agriculture.

Courtney enjoys working with clients and helping them to better understand their financial statements. She makes herself available to her clients throughout year in order to assist with any questions they have regarding their financial information. Courtney takes the time to understand each client's situation in order to provide the information they are looking for.

Outside of work, Courtney enjoys spending time at the lake with family and friends. She also enjoys playing volleyball and golf as well as spending time outdoors and traveling to new places.

### Client Work

Provides quality audit and assurance services, including single audits required by Uniform Guidance.

Oversees audit engagements and works closely with clients and engagement staff.

Assists in planning, performing and supervising audit engagements.

### Memberships

American Institute of Certified Public Accountants

North Dakota Society of Certified Public Accountants

### Designation/Licensures

Certified Public Accountant

### Education

Bachelor of Arts – Concordia College, Moorhead

### Community

Junior Achievement Volunteer



**Relevant CPE Courses for Courtney Richman**

Course Title	Sponsor	Date	Total Credits
<b>2021</b>			
Live Training ASN 2021	Eide Bailly LLP	10/29/2021	1.5
Live Training ASN 2021	Eide Bailly LLP	08/27/2021	1.5
Becoming a Trusted Advisor to your Government Client - Structuring the Conversation for Success	Eide Bailly LLP	08/23/2021	1.5
Next Gen Level 3	Eide Bailly LLP	08/18/2021	2.0
Single Audit	Eide Bailly LLP	08/16/2021	2.0
Government Report Writing Training	Eide Bailly LLP	08/10/2021	1.5
GASB-87 Leases Workshop – Part 3 – Special Issues, Implementation, GASB-94 and GASB-96	Eide Bailly LLP	07/30/2021	2.0
Next Gen (Level 3) - Essential Roles of Leadership - Day 1	Eide Bailly LLP	07/28/2021	2.0
Region 1 ESV 20-21 Fiscal Yearend Meetings	Eide Bailly LLP	07/21/2021	2.0
Healthcare & Government Retreat	Eide Bailly LLP	07/15/2021	11.0
GASB-87 – Leases Workshop - Part 2 - Lessors	Eide Bailly LLP	07/13/2021	2.0
ASN June 2021	Eide Bailly LLP	06/25/2021	1.5
GASB Webinar Series 2021	Eide Bailly LLP	6/23/2021	4.5
Becoming a Trusted Advisor to your Government Client	Eide Bailly LLP	6/21/2021	1.5
Planning Considerations for 2021 Single Audits (COVID-19 focus)	Eide Bailly LLP	5/27/2021	1.0
A&A Update Spring	Eide Bailly LLP	5/25/2021	6.0
Becoming a Trusted Advisor to your Government Client	Eide Bailly LLP	5/21/2021	1.5
Single Audit Webcast: 2020 Compliance Supplement Addendum	Eide Bailly LLP	1/5/2021	1.0
<b>2020</b>			
A&A Update 2020	Eide Bailly LLP	11/20/2020	8.0
Governmental Update 2020 (GASB Webinar Series)	Eide Bailly LLP	9/16/2020	9.0
Government & NPO Conference 2020	Eide Bailly LLP	7/17/2020	6.5
Single Audit	Eide Bailly LLP	6/11/2020	13.0
20CF-SCHX: MNCPA Audits of School Districts Conference (Virtual Only)	MNCPA	6/1/2020	8.0
<b>2019</b>			
Independence, Integrity and Objectivity	Checkpoint Learning	12/30/2019	2.0
Ethics: General Standards and Acts Discreditable	Checkpoint Learning	12/30/2019	2.0
Next Gen 2019: Keys to Great Management	Eide Bailly LLP	11/7/2019	23.0
Single Audit Basic Trainings	Eide Bailly LLP	7/30/2019	2.0
Governmental A&A Update 2019	Eide Bailly LLP	6/26/2019	5.0
School District Auditing	Region I ESV	6/25/2019	2.0

## AMBER HUSETH, CPA

Senior Associate

**INSPIRATION:** I find great satisfaction in getting to know a client's team, culture, goals, and vision, which allows me to provide a personalized client experience. My favorite part of my job is forming a relationship with clients and helping them reach their goals.

701.239.8687 | [ahuseth@eidebailly.com](mailto:ahuseth@eidebailly.com)



Amber joined Eide Bailly in 2018 and provides public accounting services to Eide Bailly clients in the nonprofit, government and hospitality industries.

When you work with Amber, you can expect her to take the time to form a relationship and understand your organization. She understands the need of an individualized approach for each client to provide the best service possible.

Outside of work, Amber enjoys spending time with her animals, playing with her nephews, traveling and watching football.

### Client Work

Conducted financial statement audits for non-profit, government and hospitality organizations.

Involved in single audits for nonprofit and government organizations with federal funding.

### Memberships

South Dakota CPA Society, Member

American Institute of Certified Public Accountants, Member

### Designation/Licensures

Certified Public Accountant

### Education

Masters of Science in Accountancy - University of Wyoming

Bachelor of Science in Accountancy- University of Wyoming

### Community

Sioux Falls Young Professional Network, Member

**Relevant CPE Courses for Amber Huseth**

Course Title	Sponsor	Date	Total Credits
<b>2021</b>			
Live Training ASN 2021	Eide Bailly LLP	10/29/2021	1.5
Ambassador Training Day 2	Eide Bailly LLP	10/22/2021	1.0
Nonprofit Accounting & Auditing Update	Eide Bailly LLP	10/19/2021	1.0
Ambassador Training Day 1	Eide Bailly LLP	09/17/2021	1.0
Live Training ASN 2021	Eide Bailly LLP	08/27/2021	1.5
Healthcare & Government Retreat	Eide Bailly LLP	07/22/2021	10.0
ASN June 2021	Eide Bailly LLP	06/25/2021	1.5
Assurance Advantage Level 4	Eide Bailly LLP	06/04/2021	9.5
Live Training ASN 2021	Eide Bailly LLP	05/07/2021	1.5
Live Training Session: ASN 2020	Eide Bailly LLP	01/15/2021	1.5
Single Audit Webcast: 2020 Compliance Supplement Addendum	Eide Bailly LLP	01/05/2021	1.0
<b>2020</b>			
Live Training Session: ASN 2020	Eide Bailly LLP	11/13/2020	2.0
Single Audit Update: 2020 Uniform Guidance Changes	Eide Bailly LLP	10/21/2020	1.0
A&A Update 2020	Eide Bailly LLP	10/01/2020	8.0
Single Audit Update – 2020 Compliance Supplement and COVID-19 Impact	Eide Bailly LLP	09/21/2020	1.0
ASN 2020	Eide Bailly LLP	08/28/2020	1.5
Assurance Advantage Level 3 (Virtual) 2020	Eide Bailly LLP	07/23/2020	15.0
Government & NPO Conference 2020	Eide Bailly LLP	07/17/2020	11.5
ASN 2020	Eide Bailly LLP	06/26/2020	1.5
Single Audit	Eide Bailly LLP	06/16/2020	5.5
COVID19 & Relief Funding: Single Audit Compliance Considerations 2020	Eide Bailly LLP	04/30/2020	1.0
Governmental Update 2020 (GASB Webinar Series)	Eide Bailly LLP	04/16/2020	1.5
Internal Staff Training for GASB-87	Eide Bailly LLP	04/09/2020	2.0
ASN 2020	Eide Bailly LLP	04/03/2020	1.5
ASN - January 2020	Eide Bailly LLP	01/17/2020	1.5
<b>2019</b>			
ASN - November 2019	Eide Bailly LLP	11/15/2019	1.5
A&A Update 2019	Eide Bailly LLP	10/11/2019	8.0
ASN - September 2019	Eide Bailly LLP	09/06/2019	1.5
Government & NPO Conference 2019	Eide Bailly LLP	07/12/2019	16.0
ASN - June 2019	Eide Bailly LLP	06/28/2019	1.5
Consulting Essentials Webinar - 2019	Eide Bailly LLP	06/14/2019	1.0
Assurance Advantage – Level 2 (SLC)	Eide Bailly LLP	06/06/2019	24.0
Governmental A&A Update 2019	Eide Bailly LLP	05/08/2019	8.0
ASN - May 2019	Eide Bailly LLP	05/03/2019	1.5
Inside the Dealership Industry	Eide Bailly LLP	03/29/2019	1.5

Appendix B — Peer Review

# PEER REVIEW



## Report on the Firm's System of Quality Control

January 20, 2021

To the Partners of Eide Bailly LLP and the  
National Peer Review Committee

We have reviewed the system of quality control for the accounting and auditing practice of Eide Bailly LLP (the firm) applicable to engagements not subject to PCAOB permanent inspection in effect for the year ended July 31, 2020. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants (Standards).

A summary of the nature, objectives, scope, limitations of, and the procedures performed in a System Review as described in the Standards may be found at [www.aicpa.org/prsummary](http://www.aicpa.org/prsummary). The summary also includes an explanation of how engagements identified as not performed or reported in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

### Firm's Responsibility

The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. The firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported in conformity with professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

### Peer Reviewer's Responsibility

Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review.

### Required Selections and Considerations

Engagements selected for review included engagements performed under *Government Auditing Standards*, including compliance audits under the Single Audit Act; audits of employee benefit plans, audits performed under FDICIA, an audit of a broker dealer, and examinations of service organizations [SOC 1 and SOC 2 engagements].

As a part of our peer review, we considered reviews by regulatory entities as communicated by the firm, if applicable, in determining the nature and extent of our procedures.

### Opinion

In our opinion, the system of quality control for the accounting and auditing practice of Eide Bailly LLP applicable to engagements not subject to PCAOB permanent inspection in effect for the year ended July 31, 2020, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)* or *fail*. Eide Bailly LLP has received a peer review rating of *pass*.

A handwritten signature in black ink that reads "Cherry Bekaert LLP".

Cherry Bekaert LLP



# CULTURE

## THE FOUNDATION OF SUCCESS

Caring for our external and internal clients with a passion to go the extra mile.

Respecting our peers and their individual contributions.

Conducting ourselves with the highest level of integrity at all times.

Trusting and supporting one another.

Being accountable for the overall success of the firm,  
not just individual or office success.

Stretching ourselves to be innovative and creative, while managing the related risks.

Recognizing the importance of maintaining a balance between work and home life.

Promoting positive working relationships.

And, most of all, enjoying our jobs ... and having fun!



**What inspires you, inspires us.**

[eidebailly.com](http://eidebailly.com)