

**BOARD OF ACCOUNTANCY  
MEETING MINUTES**

Meeting Date: May 9, 2023

Meeting Location: Dept. of Conservation Deering Building, Room 106, 90 Blossom Lane, Augusta

Time Meeting Scheduled to Begin: 9:00 a.m.

Time Meeting Began: 9:00 a.m.

**I. CALL TO ORDER**

The following members were present:

Lannie Moffatt

Graham Smith

Todd Desjardins

The following member was absent:

None

Staff Present:

Matthew Kaply, Board Manager

Karen Ross, Professional Licensing Supervisor

Matthew Fournier

AAG Present:

Nicole Sawyer

John Belisle

Andrew Black

**II. ELECTION OF OFFICERS**

A motion was made to elect Todd Desjardins as the Board's chairman.

Motion: Lannie Moffatt

Second: Graham Smith

Motion Carried

The Board opted to move forward without electing a Complaint Officer.

**III. AGENDA MODIFICATIONS AND APPROVAL**

A motion was made to approve the agenda as written.

Motion: Lannie Moffatt

Second: Graham Smith

Motion Carried

**IV. MINUTES REVIEW AND APPROVAL**

A motion was made to approve the minutes of the September 8, 2022 meeting.

Motion: Graham Smith  
Second: Lannie Moffatt  
Motion Carried

**V. REMOTE PARTICIPATION POLICY**

A revised draft of the Board's Remote Participation Policy was presented to the Board. The floor was open to the public to for any request for a public hearing on the proposed policy. There were no public comments.

A motion was made to approve the remote participation policy as presented.

Motion: Lannie Moffatt  
Second: Graham Smith  
Motion Carried

**VI. BOARD CONSIDERATION FOR EXTENSION AND OTHER RELIEF**

A motion was made for the to direct staff to draft rule amendments that will align the Board's rules regarding the time within which conditional CPA exam credits remain valid with NASBA's model rules.

Motion: Lannie Moffatt  
Second: Graham Smith  
Motion Carried

**VII. APPLICATION PRESENTATION**

a. Tina Knee – CPA License Application

A motion was made to table the review to the next meeting.

Motion: Lannie Moffatt  
Second: Graham Smith  
Motion Carried

**VIII. INTERPRETATION OF THE BOARD RULE 02-280 C.M.R, CH. 5 §4(B)**

Board Staff will draft a policy for the Board to vote on at the next meeting.

**IX. LIMITED DELEGATION OF AUTHORITY**

a. Extensions of Time to Take Examinations

A motion was made to direct staff to draft the delegation of authority order and give the Chair authority to sign.

Motion: Lannie Moffatt  
Second: Graham Smith  
Motion Carried

- b. Authorizing the Board Manager to Administratively Close Cases Where the Respondent Is Deceased.

A motion was made to direct staff to draft the delegation of authority order and give the Chair authority to sign.

Motion: Lannie Moffatt  
Second: Graham Smith  
Motion Carried

**X. INDIVIDUAL REQUESTS FOR EXAM EXTENSIONS**

A motion was made to remove from the agenda and allow under the newly accepted policy.

Motion: Todd Desjardins  
Second: Lannie Moffatt  
Motion Carried

**XI. BOARD ADMINISTRATOR'S REPORT**

Matthew Kaply updated the Board that there will be some pending complaints that will be presented at the next meeting.

**XII. OPPORTUNITY FOR PUBLIC COMMENT**

**XIII. ADJOURN**

A motion was made to adjourn at 10:17 a.m.

Motion: Lannie Moffatt  
Second: Graham Smith  
Motion Carried