

**Regular Meeting of the Audit Committee
January 22, 2026 at 2:00 PM
City Council Conference Room, City Hall
200 Lincoln Avenue
MINUTES**

1. Call to Order

The Regular Meeting of the Audit Committee was called to order by Member Rubin at 2:08 PM, on Thursday, January 22, 2026, in the Councilors' Conference Room, City Hall, 200 Lincoln Avenue, Santa Fe, New Mexico.

2. Roll Call

MEMBERS PRESENT

Diane Rubin
Bill Keller
Elizabeth Travis

MEMBERS EXCUSED

Adolfo Montoya

OTHER PARTICIPANTS ATTENDING

Andrea K. Phillips, Deputy City Manager and Interim Finance Director
Matthew T. Bonifer, Accounting Officer
Erminia M. Tapia, Business Operations Manager

3. Approval of Agenda

MOTION A motion was made by Keller, seconded by Travis, to Approve.

VOTE The motion Passed on a roll call vote.

4. Approval of Minutes

- a. Request for Approval of the October 23, 2025 Audit Committee Meeting Minutes. (Erminia M. Tapia, Business Operations Manager; emtapia@santafenm.gov)

Committee Review:

Audit Committee: 01/22/2026

MOTION A motion was made by Keller, seconded by Rubin, to Approve.

VOTE The motion Passed on a roll call vote.

5. Presentations

- a. External FY25 Financial Audit Status. (Matthew Bonifer, Accounting Officer;

mtbonifer@santafenm.gov)

- b. Internal Audit Projects Update. (Andrea Phillips, Deputy City Manager; akphillips@santafenm.gov and Chelsea Ritchie, Baker Tilly; Chelsea.ritchie@baker.tilly.com)

6. New Business

- a. Nomination and Election of Audit Committee Chair Person. (Erminia M. Tapia, Business Operations Manager; emtapia@santafenm.gov)

MOTION A motion was made by Travis, seconded by Keller, to Approve.

VOTE The motion Passed on roll call vote.

Motion was to recommend Member Diane Rubin as Chair and Bill Keller as Vice-Chair for the Audit Committee for the 2027 calendar year.

7. Public Comment

8. Matters from Staff

- a. Matters from Interim Finance Director (Andrea Phillips, Deputy City Manager)

9. Matters from the Committee

10. Matters from the Chair

11. Next Meeting: Thursday, May 21, 2026

12. Adjourn

Meeting Adjourned at 3:18 P.M.

Diane Rubin

Diane Rubin (May 28, 2026 11:29:43 PDT)

Chair

Respectfully Submitted by:

ERMINIA TAPIA

Committee Liaison