

# MAINE STATE LEGISLATURE

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# Maine Community College System

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January 15, 2013

EXECUTIVE DIRECTORS  
OFFICE  
2013 JAN 18 A 8:07

David Boulter, Executive Director  
Legislative Council  
115 State House Station  
Augusta, ME 04333-0115


Dear Mr. Boulter:

On behalf of the Maine Community College System Board of Trustees, and pursuant to 5 M.R.S.A. §12023, please accept this letter as our report on the adoption and implementation status of written policies and procedures required by 5 M.R.S.A. §12022, as well as a description of the measures the Board intends to use to monitor compliance with those policies and procedures.

At its meeting on November 28, 2012, the Trustees adopted revised and/or new policies and procedures in the subject matters required by 5 M.R.S.A. §12022. The Maine Community College System has now implemented these policies and procedures. The Board intends to monitor compliance by initially approving the pertinent budgets; periodically reviewing the budgets; periodically receiving reports from the System President; using annual outside auditors; and, using ad hoc internal auditing.

I am hopeful this letter meets with your approval. If we may provide any additional information or supporting documentation please do not hesitate to contact me.

Sincerely yours,

  
John Fitzsimmons  
President

JF/ejc