



# ALABAMA STATE BOARD OF PUBLIC ACCOUNTANCY

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**D. Boyd Busby, CPA**  
Executive Director

CERTIFIED MAIL 7020 1290 0001 5670 0145

November 17, 2022

Cynthia Leigh Minter  
Minter Business Edge Inc  
2400 Clinton Ave Ste A  
Huntsville AL 35805

RE: Minter, Cynthia Leigh  
Certificate No. 6457  
Case No. 22-10

Dear Ms. Minter:

Attached is an Order by the Alabama State Board of Public Accountancy ("the Board") dated July 15, 2022. The Order revokes your Alabama CPA Certificate No. 6457 and permit to practice and requires the return of the revoked CPA Certificate to the Board for failing to exercise due professional care in the performance of an engagement; failing to comply with other technical standards; and not registering as a CPA firm.

This Board action requires that you cease holding yourself out as a Certified Public Accountant and discontinue any practice of public accounting in the State of Alabama as a Certified Public Accountant. The Board Order also requires the following and provide proof of completion to the Board within 30 days of this Order:

- 1) The return of the revoked CPA Certificate (wall certificate). We respectfully request that you make a diligent search for the CPA Certificate and return it to the Board office as soon as possible.
- 2) The Board fines you one thousand dollars per count, for a total of three thousand dollars (\$3,000.00). The fine can be paid by either cashier's check/money order payable to the Alabama State Board of Public Accountancy or you may pay online by using the following link, located on the Board's website, <https://appengine.egov.com/apps/al/asbpa/fines>.
- 3) Complete the NASBA Center for the Public Trust (CPT) Ethical Leadership Training course with a passing score of 80. The NASBA CPT course is not a CPE program, and as such, should not be reported as CPE. The following link for the NASBA CPT course is located on the Board's website, <https://cpt.secure.nonprofitsoapbox.com/altraining>.

Section 34-1-15 of the Code of Alabama 1975 does provide for reinstatement of the CPA Certificate. This section states that upon application to the Board in writing after hearing, pursuant to notice, the Board may reinstate the revoked CPA Certificate. Section 34-1-11(d) of the Code of Alabama 1975 complements Section 34-1-15 by providing monetary requirements of registrants who have been revoked and are seeking reinstatement. This section states that the Board may impose a reinstatement fee not to exceed \$100.00, plus the annual registration fee and late renewal penalty that was due at the time of revocation and the registration fee for the fiscal year of requested reinstatement. The Board will not consider reinstatement requests until all fines and penalties have been paid and the completion of the NASBA Center for the Public Trust (CPT) Ethical Leadership Training course.

If you want to be considered for reinstatement or have other questions, please contact me at the number shown above.

Sincerely,

D. Boyd Busby, CPA  
Executive Director

DBB/tt

Attachment

BEFORE THE ALABAMA STATE BOARD OF PUBLIC ACCOUNTANCY

IN THE MATTER OF THE )  
COMPLAINT AGAINST: )  
CYNTHIA LEIGH MINTER, CPA ) CASE NO. 22-10  
CERTIFICATE NO. 6457 )  
RESPONDENT. )

ORDER

COMES NOW the Alabama State Board of Public Accountancy ("the Board"), and, following a full and fair hearing before the Board on November 15, 2022, at the University of Alabama in Tuscaloosa, Alabama, in the matter of the complaint against CYNTHIA LEIGH MINTER, CPA, Certificate No. 6457, makes the following Findings of Facts and Conclusions of Law in support of this Order.

FINDINGS OF FACT

1. Respondent, Cynthia Leigh Minter, is an active Certified Public Accountant in the State of Alabama and was so always registered relevant to this complaint.
2. Respondent undertook to prepare a compilation report on financial statements for the period ended January 31, 2022. Respondent subsequently issued the compilation reports to the client and stated in the compilation report that "Our responsibility is the(*sp*) conduct the compilation in accordance with Statements on Standards for Accounting and Review Services issued by the American Institute of Certified Public Accountants."
3. The compilation engagement reviewed by the Board was inadequate in that it reflects a lack of the due professional care required of a certified public accountant required by the Alabama State Board of Public Accountancy Administrative Code and a lack of compliance

with applicable technical standards promulgated by a body designated by Council of the American Institute of Certified Public Accountants to establish such standards and principles.

4. The Respondent has not registered her firm with the Board.
5. The Respondent is not enrolled in the peer review program.

#### CONCLUSIONS OF LAW

##### COUNT ONE

The Board finds that the facts as established at the hearing and as outlined above constitute a violation of Sections 34-1-1, et seq., Code of Alabama 1975, as follows:

6. Paragraphs one through five are incorporated herein by reference.
7. Rule 30-X-6-.03(1)(b) of the Alabama State Board of Public Accountancy Administrative Code provides that a registered certified public accountant “shall exercise due professional care in the performance of an engagement.”
8. The compilation engagement in question reflects a lack of due professional care as evidenced by:

(a) The failure to comply with technical standards promulgated by bodies designated by Council of the American Institute of Certified Public Accountants, specifically to comply with the Statements on Standards for Accounting and Review Services (SSARS).

(b) The accountant incorrectly referred to the firm in the compilation report stating, “We have compiled...” and “We have not audited...” Only Ms. Minter is employed by the firm and this language is misleading the user as to the composition of the firm.

9. Rule 30-X-6-.03(1)(b) is both a rule of professional conduct promulgated by the Board and a rule promulgated by the Board.

10. Under Code of Alabama 1975, § 34-1-12(a)(4), the Board may discipline a registered certified public accountant for a violation of a rule of professional conduct promulgated by the Board.

11. Under Code of Alabama 1975, § 34-1-12(a)(14), the Board may discipline a registered certified public accountant for a violation of a rule promulgated by the Board.

#### COUNT TWO

12. Paragraphs one through eleven are incorporated herein by reference.

13. Rule 30-X-6-.03(4) of the Alabama State Board of Public Accountancy Administrative Code provides that a registered certified public accountant shall “comply with other technical standards promulgated by bodies designated by Council of the American Institute of Certified Public Accountants to establish such standards, and departures therefrom must be justified by those who do not follow them.”

14. The accountant’s report and documentation on the compilation engagement in question does not support that the accountant complied with the Statements on Standards for Accounting and Review Services AR-C Section 80, *Compilation Engagements* that:

(a) The accountant’s compilation report failed to state that the compilation was conducted in accordance with standards promulgated by the Accounting and Review Services Committee of the AICPA. (AR-C §80 *Compilation Engagements* paragraph 17);

(b) The accountant’s compilation report failed to disclose the following (AR-C §80 *Compilation Engagements* paragraph 17):

- (i) A statement that management has elected to omit substantially all the disclosures and the statements of profit and loss and cash flows required by generally accepted accounting principles;
- (ii) A statement that if the omitted disclosures and the statements of profit and loss and cash flows were included in the financial statements, they might influence the user's conclusions about the entity's financial position, results of operations, and cash flows; and
- (iii) A statement that, accordingly, the financial statements are not designed for those who are not informed about such matters.

(c) There is no evidence the accountant agreed upon the terms of the engagements with management or those charged with governance (AR-C §80 *Compilation Engagements* paragraphs 10 and 40);

(d) The accountant failed to document inquiries performed to resolve concerns over the completeness of the information used to prepare the balance sheet (AR-C §80 *Compilation Engagements* paragraph 40).

15. Rule 30-X-6-.03(4) is both a rule of professional conduct promulgated by the Board and a rule promulgated by the Board.

16. Under Code of Alabama 1975, § 34-1-12(a)(4), the Board may discipline a registered certified public accountant for a violation of a rule of professional conduct promulgated by the Board.

17. Under Code of Alabama 1975, § 34-1-12(a)(14), the Board may discipline a registered certified public accountant for a violation of a rule promulgated by the Board.

COUNT THREE

18. Paragraphs one through seventeen are incorporated herein by reference.

19. Code of Alabama 1975, § 34-1-16 provides that "No person shall assume or use the title or designation "certified public accountant," the abbreviation "CPA" or any other title, designation, words, letters, abbreviation, sign, card, or device tending to indicate that the person is a certified public accountant, unless the person has received a certificate as a certified public accountant under Section 34-1-4 and if in public practice, holds a permit issued under Section 34-1-11, which is not revoked or suspended, hereinafter referred to as a live permit, and all of the offices of the person in this state for the practice of public accounting are maintained and registered as required under Section 34-1-10, or the person is practicing pursuant to Section 34-1-7.";

20. The Respondent represented herself as a CPA in the compilation report that was issued under her firm name Minter Business Edge, Inc., a firm that is not duly registered with the board.

It is therefore ORDERED, ADJUDGED and DECREED by this Board that the license, registration, certificate and/or permit to practice of the Respondent be REVOKED, that Respondent complete the following and provide proof completion within thirty (30) days of this Order:

1. Return the revoked Certified Public Accountant Certificate (wall certificate).
2. The Board fines the Respondent one thousand dollars (\$1,000.00) per count, for a total of three thousand dollars (\$3,000.00). The fine can be paid by either

cashier's check/money order payable to the Alabama State Board of Public Accountancy or you may pay online by using the following link, located on the Board's website, <https://appengine.egov.com/apps/al/asbpa/fines>.

3. Complete the NASBA CPT course with a passing score of 80. The NASBA CPT course is not a CPE program, and as such, should not be reported as CPE. The following link for the NASBA CPT course is located on the Board's website, <https://cpt.secure.nonprofitsoapbox.com/altraining>.

DONE this 15<sup>th</sup> day of November 2022.

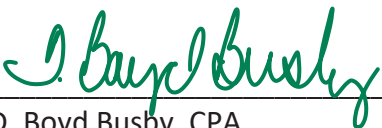
ALABAMA STATE BOARD OF PUBLIC ACCOUNTANCY

CONCUR:

MESSRS. BLACKMON, GRICE, KINTZ,  
SCHAFFERS and SMITH

RECUSED:  
MS. PRINCE

ATTEST:



D. Boyd Busby, CPA  
Executive Director

Signed November 17, 2022