



July 15, 2015

To: Audit Committee Members
Reginald Avery
Chao Wu
Edward Berman
James Young

Cc: Milton W. Matthews, President/CEO
Jackie Tuma, Chief Staff Liaison
Members of the Columbia Association Board of Directors

From: Gregg Schwind, Audit Committee Chair

The Audit Committee of the Columbia Association Board of Directors will meet on Wednesday, July 22, 2015 at the Columbia Association Building, 10221 Wincopin Circle, Columbia, MD 21044 at 7:30 p.m.

AGENDA

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| 1. Call to order | 1 min |
| 2. Approval of agenda | 2 min |
| 3. Approval of minutes: <u>June 24, 2015</u> | 5 min |
| 4. CohnReznick's presentation of the audited financial statements: | 40 min |
| A. Columbia Association, Inc. | |
| B. Columbia Association, Inc. Incentive Savings Plan and Trust | |
| 5. Motion to close for the purposes of <u>CohnReznick's review of internal controls and other communication with Internal Audit</u> in accordance with HOA Section 11B-111.(4)(i, iv) | 50 min |
| 6. Motions (no backup): | 2 min |
| A. Motion to provide the independent audit reports of CA's financial statements for FY15 to the Board of Directors. | |
| B. Motion to provide the independent audit reports of CA's incentive savings plan for the calendar year 2014 to the Board of Directors. | |
| 7. Committee Tracking Form (open meeting) | 2 min |
| 8. Reauthorization of Audit Committee Charter and Office of Internal Audit Mission Statement and Charter | 5 min |
| 9. Other business | 5 min |
| 10. Adjournment – 9:22pm | |

ARRANGEMENTS FOR AN INTERPRETER FOR THE HEARING IMPAIRED CAN BE MADE BY CALLING 410-715-3111 AT LEAST TWO DAYS IN ADVANCE OF THE MEETING.