



June 15, 2015

To: Members of the Audit Committee
Reginald Avery
Gregg Schwind
Chao Wu
Edward Berman
James Young

Cc: Members of the Columbia Association Board of Directors
Milton W. Matthews, President/CEO

From: Jackie Tuma, Chief Staff Liaison

The Audit Committee of the Columbia Association, Inc. Board of Directors will meet on June 24, 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: March 11, 2015 | 2 min |
| 4) Election of committee chair and vice chair (no backup) | 5 min |
| 5) Review and motion: FY15 fourth quarter Financial Report | 20 min |
| a) Review FY15 fourth quarter Financial Report | |
| b) Motion to provide the FY15 fourth quarter Financial Report to the Board of Directors (no backup) | |
| 6) Review of charters | 10 min |
| a) Review of Audit Committee Charter and Office of Internal Audit Mission Statement and Charter (both with proposed revisions) | |
| b) Motion to recommend to the Board of Directors that it approve the Audit Committee Charter as amended (no backup) | |
| c) Motion to recommend to the Board of Directors that it approve the Office of Internal Audit Mission Statement and Charter as amended (no backup) | |
| 7) Motion to close for the purpose of reviewing several internal audit reports and consultation with staff personnel on legal matters in accordance with HOA Section 11B-111.(4)(i,iv,v) (no backup) | 74 min |
| 8) Committee tracking form (open meeting) | 2 min |
| 9) Adjournment – 9:26 p.m. | |

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.