



March 1, 2016

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 Monday, March 7, 2016 at Columbia Association Headquarters, 6310 Hillside Court, Columbia, MD 21046 at 7:30 p.m.

AGENDA

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| 1. Call to order | 1 min |
| 2. Approval of agenda | 2 min |
| 3. Resident speakout | 10 min |
| 4. Approval of minutes: <u>December 7, 2015</u> | 5 min |
| 5. Review of financial documents: | 20 min |
| a) FY16 third quarter Financial Report | |
| b) FY16 third quarter financial statements | |
| 6. Motions to recommend Board action (no backup) | 5 min |
| a) Motion to provide the FY16 third quarter Financial Report to the Board of Directors | |
| b) Motion to provide the FY16 third quarter financial statements to the Board of Directors | |
| 7. Review and motion: FY16 independent audits | 10 min |
| a) Review engagement letters from CohnReznick LLP for their FY16 independent audits of CA's financial statements and incentive savings plan | |
| b) Recommend to the Board of Directors that it appoint CohnReznick LLP as CA's external auditors for the FY16 annual audits of CA's financial statements and incentive savings plan (no backup) | |
| 8. Information security overview | 30 min |
| 9. 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) | 70 min |
| 10. Review Audit Committee annual report of accomplishments – FY16 | 5 min |
| 11. Committee Tracking Form (open meeting) | 5 min |
| 12. Adjournment – 10:13 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.