



August 4, 2014

**MINUTES
AUDIT COMMITTEE MEETING
Held: Wednesday, July 23, 2014**

Participants: Michael Cornell, Audit Committee Chair
Reginald Avery, Audit Committee Vice Chair
Gregg Schwind, Audit Committee
James Young, Audit Committee
Milton Matthews, President
Jackie Tuma, Chief Staff Liaison

Also present: Daniel Kenney, Principal, CohnReznick
Karin Lundquist, Senior Manager, CohnReznick
Lee Brody, Senior Associate, CohnReznick
Susan Krabbe, Chief Financial Officer
Paul Papagjika, Treasurer

The meeting was called to order by Mr. Cornell at 7:32 p.m.

Mr. Avery moved to approve the agenda and Mr. Young seconded. The agenda was approved as presented with a vote of 4-0-0.

For: Messrs. Cornell, Avery, Schwind and Young
Against: None
Abstain: None

Mr. Avery moved to approve the draft minutes from the June 23, 2014 meeting and Mr. Young seconded. The minutes were approved as presented with a vote of 4-0-0.

For: Messrs. Cornell, Avery, Schwind and Young
Against: None
Abstain: None

Mr. Kenney, Ms. Lundquist, and Mr. Brody presented the draft audited financial statements for the year ended April 30, 2014 for Columbia Association, Inc. They also presented the draft audited financial statements for the year ended December 31, 2013 for the Columbia Association, Inc. Incentive Savings Plan and Trust. The statements and footnotes were reviewed, notable line items and changes from the prior year were discussed, and questions were answered. Mr. Kenney explained that the Independent Auditor's Report states that in their opinion, the financial statements are presented fairly in all material respects.

Ms. Krabbe will edit Note 15 to CA's financial statements (subsequent events) explaining that the bond bill grant assignment to Inner Arbor Trust was approved by the Board of Public Works in June 2014.

At 8:13 p.m., Mr. Schwind moved to close the meeting pursuant to HOA Section 11B-111.(4)(i, iv) to discuss CohnReznick's review of internal controls and other communication with Internal Audit. Mr. Young seconded the motion which passed with a vote of 4-0-0.

For:	Messrs. Cornell, Avery, Schwind and Young
Against:	None
Abstain:	None

The meeting continued in closed session.

At 8:58 p.m. the open meeting reconvened.

Mr. Avery moved to provide the independent audit reports of CA's financial statements for FY14 to the Board of Directors. Mr. Schwind seconded the motion, and it passed 3-0-0. (Mr. Young departed during the closed session.)

For:	Messrs. Cornell, Avery and Schwind
Against:	None
Abstain:	None

Mr. Schwind moved to provide the independent audit reports of CA's Incentive Savings Plan and Trust for the calendar year 2013 to the Board of Directors. Mr. Avery seconded the motion, and it passed 3-0-0.

For:	Messrs. Cornell, Avery and Schwind
Against:	None
Abstain:	None

The committee tracking form was reviewed. Committee members discussed item #4 (membership and market share data). Members requested that Ms. Barnard provide the information to Ms. Tuma by July 31, 2014 and that Ms. Tuma review it, along with the underlying assumptions and methodology used to compile the data. Mr. Matthews requested that an explanatory memo accompany the data when it is presented by Ms. Barnard. The committee would like to receive the information at its next meeting, scheduled for September 10, 2014.

At 9:18 p.m., the meeting was adjourned by unanimous consent.