



September 6, 2016

To: Members of the Audit Committee
Reginald Avery
Janet Evans
Edward Berman
James Young

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

From: Nancy McCord, Audit Committee Chair

The Audit Committee of the Columbia Association, Inc. Board of Directors will meet on September 12, 2016 at the Columbia Association Building, 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 | 5 min |
| 4) Approval of minutes: | 5 min |
| a) June 27, 2016 | |
| b) July 27, 2016 | |
| 5) Review of financial documents: | 20 min |
| a) FY17 first quarter Financial Report | |
| b) FY17 first quarter financial statements | |
| 6) Motions to recommend Board action (no backup) | 5 min |
| a) Motion to provide the FY17 first quarter Financial Report to the Board of Directors | |
| b) Motion to provide the FY17 first quarter financial statements to the Board of Directors | |
| 7) Review of IRS Form 990 (Return of Organization Exempt From Income Tax) for fiscal year ended April 30, 2016 | 15 min |
| 8) 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) (no backup) | 82 min |
| 9) Committee tracking form (open meeting) | 2 min |
| 10) Adjournment – 9:47 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.