



July 17, 2018

To: Audit Committee Members  
Dick Bolton  
Gregg Schwind  
Ginny Thomas

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

From: James Young, Audit Committee Chair

**The Audit Committee of the Columbia Association Board of Directors will meet on Monday, July 23, 2018 at the 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   | 5 min  |
| 4. Approval of minutes: <u>June 25, 2018</u>   | 5 min  |
| 5. Review and motion: FY18 fourth quarter Financial Report   | 20 min |
| A. Review FY18 fourth quarter Financial Report   |        |
| B. Motion to provide the FY18 fourth quarter Financial Report to the Board of Directors (no backup)  |        |
| 6. CliftonLarsonAllen's presentation of the draft audited financial statements   | 30 min |
| A. Columbia Association, Inc.  |        |
| B. Columbia Association, Inc. Incentive Savings Plan   |        |
| 7. Motion to close for the purposes of <u>CliftonLarsonAllen's review of internal controls and other communication with the external and internal auditors</u> in accordance with HOA Section 11B-111.(4)(i, iv) | 50 min |
| 8. Motions (no backup)   | 2 min  |
| A. Motion to provide the independent audit reports of CA's financial statements for FY18 to the Board of Directors   |        |
| B. Motion to provide the independent audit reports of CA's incentive savings plan for the calendar year 2017 to the Board of Directors   |        |
| 9. Committee Tracking Form (open meeting)  | 5 min  |
| 10. Review of Audit Committee charter responsibilities   | 5 min  |
| 11. Other business   | 5 min  |
| 12. Adjournment – Approximately 9:40 p.m.  |        |

**Next Audit Committee Meeting:  
Monday, September 12, 2018**

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.