



March 18, 2021

To: Members of the Audit Committee
Dick Boulton
Renee DuBois
Janet Evans
Timothy Redmond

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, Inc. Board of Directors will meet virtually on Tuesday, March 23, 2021 at 7:00pm.

AGENDA

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| 1. Call to order | 1 min |
| 2. Approval of agenda | 1 min |
| 3. Resident speakout | 5 min |
| 4. Approval of minutes: <u>December 8, 2020</u> | 1 min |
| 5. Review of financial documents: | 45 min |
| a) FY21 third quarter Financial Report | |
| b) CA-wide and department narratives for the FY21 third quarter Financial Report | |
| c) FY21 third quarter financial statements | |
| 6. Motions to recommend Board action (no backup) | |
| a) Motion to provide the FY21 third quarter Financial Report to the Board of Directors | |
| b) Motion to provide the FY21 third quarter financial statements to the Board of Directors | |
| 7. Motion to close for the purpose of reviewing several internal audit reports and consulting with staff personnel on legal matters in accordance with HOA Section 11B-111.(4)(i, iv) (no backup) | 75 min |
| 8. Review of engagement letters from CliftonLarsonAllen LLP for their FY21 independent audits: | 10 min |
| a) Engagement letter for FY21 financial statement audit | |
| b) Engagement letter for FY21 incentive savings plan audit | |
| 9. Committee tracking form (open meeting) | 2 min |
| 10. Review of Audit Committee charter responsibilities and accomplishments during FY21 | 5 min |
| 11. Other business | 5 min |
| 12. Adjournment – approximately 9:30pm | |