



**Town of Atherton  
AUDIT COMMITTEE AGENDA  
OCTOBER 28, 2010**

**10:00 AM**

**TOWN COUNCIL CHAMBERS**

94 Ashfield Road  
Atherton, California

**SPECIAL MEETING**

**PLEASE NOTE:** *Times listed on the Agenda are approximate; items may be taken up out of order.*

- 10:00 AM** 1. **ROLL CALL** McKeithen, Dobbie, Hau, Massey, Widmer, Lamb
- 10:05 AM** 2. **PUBLIC COMMENTS** (This portion of the meeting is reserved for persons wishing to address the Committee on any matter not on the Agenda that is within the subject matter jurisdiction of the Committee. State law prohibits the Committee from acting on items not listed on the Agenda in most circumstances. Each speaker is limited to three minutes.)
- 10:10 AM** 3. **APPROVE MINUTES OF SEPTEMBER 9, 2010, AUDIT COMMITTEE MEETING**
- 10:15 AM** 4. **REVIEW AND APPROVE DRAFT FY 2009-10 AUDIT REPORTS**
- 10:35 AM** 5. **REVIEW INTERNAL CONTROL MEMO FROM MAZE & ASSOCIATES AND RECEIVE ORAL UPDATE FROM STAFF ON INTERIM ACCOUNTING ISSUES MEMO**
- 11:15 AM** 6. **DISCUSSION OF TOWN CREDIT CARD, INVENTORY, AND ACCOUNTS PAYABLE PROCESS AND POLICIES**
- 11:50 AM** 7. **SET NEXT MEETING DATE AND TIME**
- 12:00 PM** 8. **ADJOURN**

☞ Please contact the City Clerk's office at (650) 752-0500 with any questions

Pursuant to the Americans with Disabilities Act, if you need special assistance in this meeting, please contact the Park Program Manager at (650) 752-0534. Notification of 48 hours prior to the meeting will enable the Town to make reasonable arrangements to ensure accessibility to this meeting. (29 CRF 35.104 ADA Title II)

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