

BOSTON COLLEGE

MINUTES OF THE MEETING OF THE AUDIT COMMITTEE HELD ON 11 DECEMBER 2019

1. **PRESENT**

Andy Atkins, Michelle Sacks, Ann Savage and Helen Wright.

2. **APPOINTMENT OF CHAIR 2019-20**

Having been duly nominated Andy Atkins was appointed as Chair of the committee for the 2019-20 academic year.

Andy Atkins in the Chair

3. **APPOINTMENT OF VICE-CHAIR 2019-20**

Having been duly nominated Ann Savage was appointed as Vice-Chair of the Committee for the 2019-20 academic year.

4. **MINUTES**

The minutes of the meeting held on 20 June 2019 were reviewed and agreed as a correct record.

5. **COMMITTEE DECISIONS**

Members received a report from the Clerk to the Corporation on a meeting of committee members with auditors on 21 November 2019. The notes of this meeting are attached to these minutes.

The committee also noted that members had unanimously agreed, in accordance with the committee constitution, to approve the 2018-19 accounts and the annual Audit committee report to the Corporation.

Members agreed that the information and reports presented to the 21 November meeting together with the members actions shown in the meeting notes should be noted and confirmed by the committee.

The committee considered performance targets to be recommended to the Corporation and agreed to recommend that it's targets for 2019-20 should be:

- Make an annual report to the Corporation
- 75% attendance at meetings
- Oversight of tendering for audit services.

6. **DATES OF MEETINGS**

It was noted that the next meetings of the committee would take place on 19 March 2020 and 25 June 2020.