



## Financial Services Audit Committee Communication

**Date:** November 17, 2023

**To:** Great Lakes Water Authority Audit Committee

**From:** Nicolette Bateson, CPA  
Chief Financial Officer/Treasurer

**Re:** Proposed Calendar Year 2024 Audit Committee Meeting Dates

**Background:** Annually in November, the Audit Committee establishes its meeting schedule for the upcoming calendar year.

**Analysis:** Listed below are the proposed 2024 Audit Committee meeting dates following the cadence of meeting on the *fourth* Friday of each month with some exceptions as noted below.

The proposed meeting time is 8:00 a.m. with the meetings continuing to be held online and/or as posted to provide for remote telephonic and online participation by the public.

January 26, 2024	May 24, 2024	September 27, 2024
February 23, 2024	June 28, 2024	October 25, 2024
March 22, 2024	July 26, 2024	November 22, 2024
April 26, 2024	August 23, 2024	December 20, 2024*

\* Moved up one week due to holidays scheduled.

It should be noted that the Audit Committee is a sub-quorum advisory committee which, except for the meetings where the Audit Committee selects an external auditor, the Committee is not subject to the Open Meetings Act. As a matter of practice, the GLWA Audit Committee encourages public participation by remote telephonic and electronic means with access information posted on the Audit Committee agendas.

**Proposed Action:** Approve the meeting schedule as proposed or amended.