

**Calgary Arts Development  
 Finance & Audit Committee  
 Annual Work Plan 2019**

<b>Date</b>	<b>Core Activities</b>
Early Winter 2019	<ul style="list-style-type: none"> <li>• Review 2018 draft financial statements and 2017 to 2018 variance reports</li> <li>• 2018 audit wrap-up with KPMG</li> <li>• review and revise finance and audit committee terms of reference</li> <li>• Review ongoing committee actions list</li> </ul>
Spring 2019	<ul style="list-style-type: none"> <li>• Review final 2018 audited financial statements;</li> <li>• review 2019 Q1 financial statements, variance report, and 2019 projections</li> <li>• Review ongoing committee actions list</li> </ul>
Early Fall 2019	<ul style="list-style-type: none"> <li>• Review 2019 Q2 financial statements, variance report, 2019 projections</li> <li>• Review 2020 draft budget &amp; priorities</li> <li>• Risk assessment review</li> <li>• Annual Review Calgary Arts Development Financial policies and procedures</li> <li>• Review ongoing committee actions list</li> </ul>
December 2019	<ul style="list-style-type: none"> <li>• Review 2019 Q3 financial statements, variance report, 2019 projections</li> <li>• FYE 2019 audit planning report with KPMG</li> <li>• Review and recommend 2020 budget to the Board</li> <li>• Review ongoing committee actions list</li> </ul>