

555 Capitol Mall
Suite 1100
California Travel and Tourism Commission
Sacramento, California 95814

TO: California Travel and Tourism Commission
Secretary of State
Travel Industry Association
Members of the Public Who Have Requested Notification

FROM: Caroline Beteta, President and Chief Executive Officer

DATE: Monday, April 4, 2016

RE: PUBLIC NOTICE OF AUDIT COMMITTEE MEETING

An Audit Committee meeting is scheduled to take place on April 13, 2016. The order of business within the meeting is subject to change.

The meeting details are as follows:

Meeting:	Audit Committee Meeting
Date:	Wednesday, April 13, 2016
Time:	2-4 p.m.
Meeting Location:	Visit California Office 555 Capitol Mall, Suite 1100 Sacramento, California 95814 (916)-444-4429
Other Meeting Locations:	Hotel Veu 64 W. El Camino Real Mountain View, California 94040 (650) 965-0585
	Pismo Coast Village 165 South Dolliver Pismo Beach, California 93449 (805) 773-5649
	San Diego Zoo Global 2920 Zoo Drive San Diego, California 92101 (619) 557-3999

The agenda is below for your reference.

For Commissioners, Staff and Consultants:

If you haven't already, please RSVP to Diane Grewe at (916) 319-5409 or dgrewe@visitcalifornia.com, if you are planning to participate so we can ensure that pertinent meeting materials reach you.

Public Notice:

No RSVP, notice or registration is required to attend this meeting. Members of the public may attend or speak at the meeting without prior notice to the Commission. Signing, registering or completing any RSVP is voluntary and is not a requirement for attendance at any California Travel and Tourism Commission meeting. All persons may attend the meeting regardless of whether he or she signs in, registers or RSVPs.

The meeting is accessible to the physically disabled. A person who needs disability-related accommodations or modifications in order to participate in the meeting shall make a request no later than five (5) working days before the meeting to the Board by contacting Diane Grewe at (916) 319-5409 or dgrew@visitcalifornia.com or sending a written request for that person at the California Travel and Tourism Commission address of 555 Capitol Mall, Suite 1100, Sacramento, California, 95814. Requests for further information should be directed to Diane Grewe at the same address and telephone number.

The Agenda and Public Meeting Notice are available at www.industry.visitcalifornia.com/agendas

Audit Committee Meeting
Wednesday, April 13, 2016
2-4 p.m.

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555 Capitol Mall, Suite 1100
Sacramento, California 95814
(916) 444-4429

AGENDA

All times indicated and the order of business is approximate and subject to change

- I. Call to Order/Roll Call/Approval of January 28th Minutes
- II. Review and Vote on Audit Committee Members and Incoming Chair
- III. Review, Discuss and Vote on Audit Committee Charter
- IV. Review, Discuss and Vote on Audit Committee Charter Matrix
- V. Review, Discuss and Vote on Audit Committee Internal Control Checklist
- VI. Review Form 990 for period covering July 1, 2014 to June 30, 2015
- VII. Public Comment on Matters Not on the Agenda
- VIII. Agenda Items for Future Meetings
- IX. Adjournment