

**TOWN OF WAYLAND - TOWN CLERK'S OFFICE**  
**NOTICE OF MEETINGS OF TOWN BOARDS/COMMITTEES/COMMISSIONS**

Posted in accordance with the provisions of the Open Meeting Law

**NAME OF BOARD/COMM:**                    **Audit Committee**  
**FILED BY:**                                **Chris Cullen**  
**DATE OF MEETING:**                    9/08/14  
**TIME OF MEETING:**                    6:00 pm  
**PLACE OF MEETING:**                    Town Building

NOTE: Notices and agendas are to be posted at least 48 hours in advance of the meetings excluding Saturdays, Sundays, and legal holidays. Please keep in mind the Town Clerk's business hours of operation and make the necessary arrangements to be sure this notice is received and stamped in an adequate amount of time.

**AGENDA**

6:00 p.m.        Call to order & assign minute taker  
  
6:02 p.m.        Public comment  
  
6:10 p.m.        Susan Bottan, Wayland School Business Administrator - Status update of 2013 audit items related to Wayland Schools.

Expected discussion topics:

1. Discussion of length of term for Chair of Audit Committee. Possible vote for new Chair.
2. Final FY13 report to BOS
3. Status update on RFP for audit services for FY15
4. Discuss feedback from BOS regarding proposed new item for list of AC duties

8:15 p.m.        Review/amend/approve minutes for 7/21 meeting  
8:20 p.m.        Next meeting  
                    1. Agenda items  
                    2. Date & time

8:30 p.m.        Adjourn

NOTE: Per changes to the Open Meeting Law, notice of any meeting of a public body shall include "A listing of topics that the chair reasonably anticipates will be discussed at the meeting". AG's Office guidelines state that the list of topics shall have sufficient specificity to reasonably advise the public of the issue to be discussed. Please list those topics on the above agenda.