

**Maryland Stadium Authority**  
**333 W. Camden Street**  
**Baltimore, MD 21201**

**Audit Committee Meeting Minutes**  
**Thursday, December 10, 2020 11:00 AM**

**OPEN MEETING**

**ATTENDANCE:**

Board:

Manervia Riddick\*  
Joe Bryce\*  
Jodi Stanalonis\*

Maryland Stadium Authority:

Daniel Brann\*  
Michael Frenz

(\*via teleconference)

**CALL TO ORDER:**

Committee Chair Riddick called the meeting to order at 11:02 AM.

**APPROVALS:**

Presentation by Mr. Brann

2021 Internal Audit Plan & Risk Assessment

Mr. Brann recommended approval of the Internal Audit Plan & Risk Assessment for calendar year 2021. The process for developing the risk assessment and audit plan were outlined for the committee. In 2021, MSA plans to conduct seven (7) internal audits. Included in the plan are three (3) closeout reviews of the 21<sup>st</sup> Century Schools construction program (Arundel, Forest Park, and Pimlico). MSA also plans to conduct a broad review of MSA's Capital Projects, which would consider projects such as the Pimlico and Laurel Park Race Track Redevelopments, Ocean City Convention Center Phase III, Fair Hill, DLS State Government Complex, Camden Station, and the Camden Yards Sports Complex Pedestrian Spine. Time was also budgeted in 2021 for a review of the 2020 Orioles Rent Calculation, which may be limited in scope due to the effects of the COVID-19 pandemic. Finally, audits of the 21<sup>st</sup> Century Schools construction program Procurements and Funds & Expenditures are scheduled for review in 2021 and will now be performed once every two years. It was noted that reviews of Aramark

**Maryland Stadium Authority**  
**333 W. Camden Street**  
**Baltimore, MD 21201**

Catering Commissions and M&T Bank Stadium Special Events, which typically occur annually, have not been scheduled due to the effects of the COVID-19 pandemic. The Internal Audit Plan & Risk Assessment will be brought to the full Board in January 2021, pending committee approval.

**Motion to Approve & Recommend to Board: Mr. Bryce**

**Second: Ms. Stanalonis**

**Unanimous: Ms. Riddick, Ms. Bryce, Ms. Stanalonis**

Committee Chair Riddick asked for a motion to recess the open meeting in order to carry out administrative functions of the committee in private at 11:12 AM.

**Motion to Recess: Ms. Stanalonis**

**Second: Mr. Bryce**

**Unanimous: Ms. Riddick, Mr. Bryce, Ms. Stanalonis**

# **Maryland Stadium Authority**

**333 W. Camden Street  
Baltimore, MD 21201**

## **ADMINISTRATIVE MEETING**

### **Summary Statement**

**Thursday, December 10, 2020**

#### **ATTENDANCE:**

##### **Board:**

Manervia Riddick\*

Joe Bryce\*

Jodi Stanalonis\*

##### **Maryland Stadium Authority:**

Daniel Brann\*

(\*via teleconference)

#### **ADMINISTRATIVE DISCUSSION:**

Mr. Brann presented three (3) internal audit reports and two (2) external audit reports that had been released since the previous committee meeting. Discussions were held regarding the scope and results of each audit presented. Mr. Brann also provided a summary of outstanding audit findings & recommendations, an update on the status of the 2020 Internal Audit Schedule, and an update on the Fiscal Compliance audit being conducted by the Office of Legislative Audits at MSA.

Committee Chair Riddick asked for a motion to adjourn the administrative meeting at 11:54 AM.

Motion to Adjourn: Mr. Bryce

Second: Ms. Stanalonis

Unanimous: Ms. Riddick, Mr. Bryce, Ms. Stanalonis

The meeting was adjourned at 11:54 AM.