

Quarterly audit committee meeting example

Significant Accounting and Reporting Matters

Highlights and cross-reference to 10Q reporting



Item	Description	10-Q reference
Acquisition of XYZ Company	<ul style="list-style-type: none">- Provided summary of acquisition- Outlined purchase price- Overview of potential litigation in connection with the transaction	Page 7- Footnote #3 and page 24 MD&A
Refinancing	<ul style="list-style-type: none">- Increased borrowing base by \$500M- Disclosed new terms and conditions	Page 9 - Footnote #5
Restructuring	<ul style="list-style-type: none">- \$46M charge for the quarter- Outlined overall restructuring plan and charges that will be coming	Page 10 - Footnote #6 and page 27 MD&A
Legal settlement	<ul style="list-style-type: none">- Disclosed legal settlement with XYZ Corporation of \$350 million including payment terms	Page 12 - Footnote #9 and page 30 MD&A
Risk factors	<ul style="list-style-type: none">- Updated for COVID-19 risks	Page 24 - Item 1A