

**Joint meeting of
HOUSTON FIRST CORPORATION, And
HOUSTON FIRST FOUNDATION
AUDIT & FINANCE COMMITTEES
OCTOBER 21, 2011 – 11:30 AM
1ST FLOOR CONFERENCE ROOM
GEORGE R. BROWN CONVENTION CENTER**

- I. Call to Order
- II. Review and Approval of Minutes from Prior Meeting of August 22, 2011
- III. Committee Business
 - A. Discussion of and possible action on a recommendation to the Board of Directors with regard to the approval of Houston First Corporation CY12 Budget
 - B. Discussion of and possible action on a recommendation to the Board of Directors with regard to the approval of Houston First Foundation CY12 Budget
 - C. Discussion of and possible action with regard to the annual review and acceptance of the Investment Policy.
- IV. Updates
 - A. Management and Accountability Report
 - B. HFC -- Hotel Investment Report
 - C. Long range financial forecast
 - D. Property insurance
- V. Announcements
- VI. Upcoming Meetings
- VII. Adjournment

For special needs assistance, please contact Dolores Kerr at 713/577-6153 prior to the scheduled meeting.