



FINANCE COMMITTEE MEETING MINUTES

Date: March 13, 2018

Time: 3:00 p.m.

Call to Order

3:00p.m.

Roll Call

Members present: Mary Biel, Tina Hubert, Robert Paarlberg, Sandra West, and Sara Zumwalt

Others present: Leslie Bednar, Adrienne Elam, Dominique Granger, Rhonda Johnisee, Cheryl Noll, and Shirley Paden

Absent:

Approval of Minutes

From February 15, 2018 – Motion to approve by Sandra West, seconded by Mary Biel. Motion approved.

Unfinished Business - None

New Business

- February 2018 Bills – Motion to accept by Tina Hubert, seconded by Mary Biel. Motion carried by unanimous roll call vote. Robert Paarlberg inquired about check #19414 repair cost on a vehicle for \$7524.59. Adrienne Elam shared that the insurance company paid IHLS, therefore IHLS had to issue the check directly to the body shop for the insurance claim payment plus our deductible amount. Sandra West questioned why is there both a monthly and an annual Survey Monkey transaction listed under Troy Brown's credit card transactions. Adrienne Elam shared that the monthly is needed during a specific period of time for CMC while the annual is for the General Funds.
- February 28, 2018 Financial Reports – Motion to accept by Sandra West, seconded by Tina Hubert. Motion carried by unanimous roll call vote. Robert Paarlberg asked about the expectation of receiving the remaining portion of FY2018 Area Per Capita Grant Funds. Adrienne Elam shared it is guaranteed funds to be received and believes that there are payments listed on the Comptroller's website. Sandra West asked has there been any discussion with the SHARE Finance group about raising their fee since they currently have 7.4 months of funding. Adrienne Elam shared that there could be a small budget shortage in FY2019. However, the FY2019 fee will remain at the FY2018 levels.

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For FY2020 the fee will be increased to an amount that will sustain SHARE for multiple years.

Next Steps

Sandra West asked if we have started looking at FY2019 budget potentials. Adrienne Elam stated that based on the brief instructions by ISL at our last Board Meeting, IHLS would be preceding to draft FY2019 budgets similar to FY2018.

Next meeting

Tuesday, April 10, 2018 at 3:00 p.m. Meetings will be on the 2nd Tuesday of month.

Public Comment - None

Announcements - None

Adjournment

3:11 p.m. Motion to approve by Mary Biel and seconded by Sandra West. Motion approved.

DRAFT