



## Finance Committee Meeting Minutes Tuesday, October 19, 2021 @ 11:30 a.m.

The meeting of the South Central Iowa Local Workforce Development Board Finance Committee was held on October 19, 2021, at 11:30 a.m. via Zoom.

### **CALL TO ORDER**

Chair Westman called the meeting to order at 11:36 a.m.

### **ROLL CALL**

**Committee Members Present:** Randy Westman, Taren Ferguson, Thawng Lin

**Committee Members Not Present:** Teri Bockting

**Guests:** Ashley Utt – Executive Director, Pathfinders RC&D, Jen Erdmann – Title I Operations Manager, Steve Salasek – Marshall County CEO

**Board Staff:** Krista Tedrow – Executive Director, Reggie St. Romain – Associate Director

### **\*CONSENT AGENDA**

Ferguson made a motion to approve the consent agenda; approval of 9.21.2021 meeting minutes seconded by Lin. Ayes all, motion carried unanimously.

### **COMMITTEE UPDATES**

Thawng Lin joined the committee. Westman is filling in as chair until voting takes place in January.

### **\*ALLOCATING UNOBLIGATED FUNDS**

The board's administrative budget was 78% obligated leaving 22% unobligated. 80% of all funds must be obligated. Additional opportunities for staff development and board representation requiring travel were presented to the committee. Ferguson made a motion to amend the administrative budget and allocate \$6,200 of unobligated funds to travel and \$2,500 to staff development, seconded by Lin. Ayes all, motion carried unanimously. The board's administrative budget is now 83% obligated.

### **\*MONTHLY FINANCIAL REPORT**

Ferguson made a motion to approve the monthly financial report as it was presented, seconded by Lin. Ayes all, motion carried unanimously.

### **OTHER BUSINESS**

The meeting will be changed to 11:45 a.m. going forward.

### **PUBLIC COMMENT**

There was none.

### **\*ADJOURNMENT**

Ferguson made a motion to adjourn, seconded by Lin, Meeting adjourned at 11:53 a.m.