Attendees: Jesse Bolinger, Amanda McVann, Katrina Fleharty, Carol Smith

**Pre-Meeting Notes:**

* Go into a deep dive into the bylaws, review history of Finance committee
* At January full board meeting, ask the board for a full restructure of the finance committee to clarify the role
* SPPG is asking for reimbursement to be paid
* Katrina: make motion to approve all of the submitted bills
  + Carol: SO MOVED
* Add this (restructuring) to Full Board agenda
* Dan has dropped out of Finance Committee
  + Carol: getting a 5th person would be better
  + Jesse: we are also short a Board Member from Higher Education and it’s been difficult; will work on adding someone to this Committee
  + Carol: ask Executive Committee to clarify role as well
* Carol: meet quarterly is fine unless there’s something that needs to be addressed
  + Jesse: have Q1 meeting in January
    - Carol: that’s fine
    - Katrina: that’s okay
  + Jesse: we need to meet after January 15th because we’ll have all of the bills,
    - Katrina: full Board meeting is on the 23rd
  + Jesse: Wednesday, January 18th @ 12PM via Zoom
    - Carol, Katrina: that works

**Agenda:**

1. Call to Order: Carol Smith-Chair
   1. Meeting started at 12:05 PM
2. ~~Agenda Approval~~
3. ~~November Minutes Approval~~
4. ~~Reimbursement Policy~~
5. ~~Ticket to Work Policy~~
6. ~~Monthly Financial Report~~
7. ~~Invoice Approvals~~
8. Establish Next Meeting:
   1. Wednesday, January 18th @ 12PM via Zoom
9. Public Comment
10. Adjournment
    1. Katrina: SO MOVED

Action Items:

* [jesseo@bolinger.org](mailto:jesseo@bolinger.org)/Jesse will work on adding someone to this Committee
* Upcoming meeting:
  + Wednesday, January 18th @ 12PM via Zoom