

Finance Committee Meeting

April 20, 2023

2:00 p.m. to 3:00 p.m.



Minutes

Agenda Item	Person Responsible	Status
Call to Order <ul style="list-style-type: none"> Welcome and Check-In Consent Agenda <ul style="list-style-type: none"> Approve 4/20/2023 Agenda Approve 3/23/2023 Minutes 	Amy Landas Amy Landas Amy Landas	 I/D/A
<p>Amy Landas called the meeting to order at 2:05 pm. Volunteer Attendance: Tom Leners, Amy Landas, and Michelle Seibert. Board Staff Attendance: Eric Kress, Others: Cheryl Johnson, CFI, Kassie Ruth, Fiscal Agent/CIJDC. Motion by Michelle Seibert, second by Tom Leners to approve the 4/20/2023 agenda and 3/23/2023 minutes. Ayes: All. Motion carried</p>		
Standing Items for Approval –February 2023 <ul style="list-style-type: none"> Board Credit Card Invoice (attached) Note- Forum Conference Expenses Board Staff Payroll – Employer of Record Invoice (attached) Staff Time Allocation – Program/Admin (attached) Garcia Professional Solutions Contract Reports <ul style="list-style-type: none"> CIWDB Administrative Budget Strategic Planning (Assessment) Cost Categorization Financial Report – CFI Title 1 Required spending / carry-over feedback from IWD 	Amy Landas Amy Landas Eric Kress Amy Landas Eric Kress Eric Kress Cheryl Johnson Kassie Ruth	 I/D/A I/D/A I/D/A I/D/A I/D I/D I/D I/D
<p>Motion by Michelle Seibert and Tom Leners to approve the board credit card and reimbursement requests as presented. Ayes: All. Motion by Michelle Seibert and Tom Leners to approve the employer of record invoice. Ayes: All. No action taken on Garcia Professional Solutions Contract.</p>		
Updates <ul style="list-style-type: none"> WIOA Grant Local Recipient Update Discussion/Work: <ul style="list-style-type: none"> Ticket to Work Administration Recommendation Board Financial Monitoring Plan – Title I Ticket to Work Grant Request Process 	Eric Kress Amy Landas Kassie Ruth / Eric Eric Kress	 I/D I/D/A I/D/A I/D/A
<p>No action was taken. Local board members should provide feedback on the financial monitoring plan and Ticket to Work Standard Operating Procedure disbursement documents.</p>		
Wrap Up and Adjourn	Amy Landas	I/D/A
<p>The meeting adjourned at 2:45 pm as quorum no longer existed.</p>		