

Finance Committee Meeting

August 3, 2023

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

Join Zoom Meeting



Minutes

Agenda Item	Person Responsible	Status
Call to Order <ul style="list-style-type: none"> Welcome and Check-In 	Stacy Sime	
Consent Agenda <ul style="list-style-type: none"> Approve 8/3/2023 Agenda Approve 6/15/2023 Minutes 	Stacy Sime Stacy Sime	I/D/A
<ul style="list-style-type: none"> Meeting called to order at 1:00pm. Attendance: Stacy Sime, Amy Landas, Michelle Seibert. Tom Leners joined later in the meeting. Staff and Service Provider Attendance: Eric Kress, Kassie Ruth, Cheryl Johnson. Michelle Seibert motioned for approval of the 8/3/23 agenda and 6/15/23 minutes. Amy Landas seconded. Ayes: All 		
Standing Items for Approval – June 2023 <ul style="list-style-type: none"> Approve Board Invoices Approve Board Staff Payroll Data 	Stacy Sime Stacy Sime	I/D/A I/D/A
<ul style="list-style-type: none"> Michelle Seibert motioned for approval of the June invoices as presented, excluding the final installment of two consultant payments of \$7,500. Amy Landas seconded. Ayes: All - (The consultants final project summary will be accepted at the August full board meeting and payment authorized then.) Michelle Seibert motioned for approval of the staff payroll data as presented. Amy Landas seconded. Ayes: All 		
Reports <ul style="list-style-type: none"> Year End Admin Summary Year End Program Summary Local Monitoring Update 	Eric Kress /Kassie Ruth Cheryl Johnson / Kassie Ruth Eric Kress	I/D I/D I/D
<ul style="list-style-type: none"> June financial summaries were reviewed. Both need some year-end additions to account for invoices received after July 1 for services delivered in June. Eric shared information related to local board monitoring of the Title I provider and Fiscal Agent. He will condense it into an Executive Summary for presentation. 		
Discussion and Action <ul style="list-style-type: none"> Budget Recommendation PY23/FY24 Ticket to Work Administrative Recommendations (TABLED) 	Stacy Sime Eric Kress	I/D/A I/D/A
<ul style="list-style-type: none"> Michelle Seibert motioned to approve the budget as presented after modifying it and increasing postage expense to \$500. Amy Landas seconded. Ayes: All 		
Wrap Up and Adjourn	Stacy Sime	I/D/A
<ul style="list-style-type: none"> Amy Landas motioned for adjournment. Tom Leners seconded. Meeting adjourned at 2:01pm. 		

Mission – To build a quality workforce for today and tomorrow.