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BOARD OF TRUSTEES FINANCE COMMITTEE

CHAIR: TIM DONOVAN, TREASURER. MEMBERS: SUSAN ZELLER, SARAH DAVIS AND DAN GROBERG.

Minutes for Meeting of the Finance Committee

DAY/DATE: Monday September 12, 2022 – 10:00 AM

LOCATION: ZOOM Meeting

ATTENDEES: Tim Donovan, Sue Zeller, Sarah Davis and Jessie Lynn, Absent: Dan Groberg

Item Number	Item Description	Action By
1.0	Meeting called to Order at 10:02 PM	Chair
2.0	MOTION: Approve minutes from May 09, 2022 FC meeting: 1st Sue, 2 nd Sarah - <u>approved.</u>	
3.0	No changes were made to the agenda as presented.	
4.0	Jessie presented the FS for YTD August 2022. With only 2 months under our belt there is not much to note so far. The recent increase in the district heat costs will be covered. Benefits will increase due to an additional employee taking the insurance.	
4.1	The 6/30/22 year-end FS have been compiled and set to the Auditors for review. Results were positive, as expected.	
5.0	Financial Procedures have been updated for certain changes made for COVID. We have changed to one cash register for better control. We will also be using contract templates for consultants, contractors and performers, from now on. Sarah suggested some minor edits which she and Jessie will coordinate.	
6.0	The FC discussed the FY23 work plan and the meeting schedule.	
7.0	The meeting adjourned by unanimous consent at 10:48 AM.	

These Minutes, when approved will become part of the permanent record.

By: Sue Zeller, Member **Cc:** Trustees and Staff