



Finance Committee Meeting

Tuesday, June 9, 2020 / 2:30 p.m.

MINUTES

MEMBERS PRESENT: Eric Ushkowitz, Keira des Anges, Matt Walton and Mark Wylie

MEMBERS ABSENT: Wendy Brandon, Glen Casel , Nicole Guillet and Daniel Turlington

STAFF PRESENT: Pam Nabors, Leo Alvarez and Kaz Kasal

GUEST PRESENT: Joe DeBello / Chepenik Financial

Agenda Item	Topic	Action Item / Follow Up Item
1	<p>Welcome Mr. Ushkowitz, Finance Committee Chair, called meeting to order at 2:32 p.m.</p>	
2	<p>Roll Call / Establishment of Quorum Ms. Kasal, Executive Coordinator, reported a quorum present.</p>	
3	<p>Public Comment None Offered.</p>	
4	<p>Action Items <u>Approval of Minutes</u></p> <ul style="list-style-type: none"> • Reviewed draft minutes from 4/8/20 Finance Committee Meeting 	<p>Mr. Walton made a motion to approve the minutes from the 4/8/20 Finance Committee Meeting. Ms. des Anges seconded; motion passed unanimously.</p>
5	<p>Information / Discussion / Action Items</p> <p><u>403(b) Retirement Plan – CARES Act Provisions 1,2, and 3</u></p> <ul style="list-style-type: none"> • Mr. Joe DeBello with Chepenik Financial provided an update of CSCF's retirement plan, user activity, and details on the CARES Act provisions (attachment). • Committee concurred to keep 403(b) retirement plan as is and not adopt any of the provisions. <p><u>Financial Reports</u></p> <ul style="list-style-type: none"> • Reviewed financials through 4/30/20 (attachment). Training funds not spent, due to COVID-19 situation, will be carried in to new fiscal year. <p><u>Approval of Fiscal Year 20-21 Budget</u></p> <ul style="list-style-type: none"> • Reviewed Fiscal Year 20-21 Budget (attachment). <p><u>Facilities Update</u></p>	<p>Mr. Walton made a motion to move to Board the recommendation to approve 20-21 draft budget. Ms. des Anges seconded; motion passed unanimously.</p>

	<ul style="list-style-type: none"> Reviewed lease renewal terms for the CSCF Admin office (attachment). 	<p>Mr. Wylie made a motion to move to Board the recommendation to approve staff continuing lease negotiations and renewing CSCF Admin office lease prior to 7/31/20. Ms. des Anges seconded; motion passed unanimously.</p>
6	<p>Other Business None offered.</p>	
7	<p>Adjournment</p> <ul style="list-style-type: none"> There being no other business, the meeting was adjourned at 3:23 p.m. 	

Respectfully submitted,

Kaz Kasal
Executive Coordinator