



**DRAFT
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	Welcome Mr. Ushkowitz, Finance Committee Chair, called meeting to order at 2:32 p.m.	
2	Roll Call / Establishment of Quorum Ms. Kasal, Executive Coordinator, reported a quorum present.	
3	Public Comment None Offered.	
4	Action Items <u>Approval of Minutes</u> <ul style="list-style-type: none"> • Reviewed draft minutes from 4/8/20 Finance Committee Meeting 	Mr. Walton made a motion to approve the minutes from the 4/8/20 Finance Committee Meeting. Ms. des Anges seconded; motion passed unanimously.
5	Information / Discussion / Action Items <u>403(b) Retirement Plan – CARES Act Provisions 1,2, and 3</u> <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. <u>Financial Reports</u> <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. <u>Approval of Fiscal Year 20-21 Budget</u> <ul style="list-style-type: none"> • Reviewed Fiscal Year 20-21 Budget (attachment). 	Mr. Walton made a motion to move to Board the recommendation to approve 20-21 draft budget. Ms. des Anges seconded; motion passed unanimously.



	<u>Facilities Update</u> <ul style="list-style-type: none"> Reviewed lease renewal terms for the CSCF Admin office (attachment). 	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.
6	Other Business None offered.	
7	Adjournment <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