



FINANCIAL/BUDGET COMMITTEE MINUTES

Tuesday, August 12, 2014
8:30 am to 9:30 am

Carnegie Center
912 Third Street
Orland, CA 95963

In attendance:

Bruce Roundy, Treasurer
Mike Yalow, Director
Kandi Manhart, Executive Officer
Ritta Martin, Program Coordinator

1. Call to Order

Meeting called to order at 8:34 am by Chair Roundy.

2. Public Comment (limit 5 minutes)

Any person wishing to address Committee on items not on the agenda may do so at this time. The Committee will not make decisions or determinations on items brought up during Public Comment.

None.

3. Meeting Minutes

Review and approve meeting minutes from June 9, 2014 – ACTION

Chair Roundy and Yalow accepted meeting minutes as presented. Discussion ensued on whether this item should be a formal action item or not. It was determined the committee's meeting minutes should be placed on the regular RCD meeting agenda as a consent item, along with expense claims/reports. Any item may be pulled from the consent item list and placed on the regular RCD agenda for discussion/action.

4. DRAFT Financial Reports

Review and discuss reports

a. Regular monthly reports

Committee reviewed reports. Expense claims were read by Manhart and signed by RCD Directors (ratification of payments will be made at the next regular RCD Meeting). Updates on reports will be provided and emailed to committee members. Martin presented a newly formatted report, titled "Actual vs. Budget Report" and requested input on frequency and formatting changes. Discussion ensued. The committee would like to view quarterly. No formatting changes requested.

b. Project/contract updates

Committee reviewed reports. No updates needed.

5. FY 2013/2014 Audit

a. Review and discuss audit progress

Manhart reported the RCD's audit by Robert Gustafson, CPA will begin August 13, 2014. Preparation is underway for his initial visit.

6. Adjournment

Meeting adjourned at 9:35 am by Chair Roundy.

Approved on September 15, 2014 by the Glenn County Resource Conservation District Board of Directors.

Attested by,



Bruce Roundy, Treasurer



Kandi Manhart, Executive Officer