



MINUTES
Finance/Audit Committee
Zoom Virtual Meeting
February 3, 2021 | 3:00p.m.

| Members | | Members | | Staff Present | Staff Present |
|--------------------|---|--------------|---|----------------------|---|
| Sherry Sapp, Chair | P | Melody Rider | A | S. Campbell-Domineck | Gerardo Meza |
| David McCraw | P | Huston Tripp | P | Janice Sewell | Shiva Ward |
| David Sorg | P | | | Brenda Fewox | Candace Franklin |
| Adil Khan | P | | | Rhona Garner | Guest: David Caplivski – Audit Partner |

CALL TO ORDER

The meeting was called to order by Chair, Sherry Sapp at 3:00 pm, followed by introductions of those present.

APPROVAL OF MINUTES

Motion to approve the Finance Committee meeting minutes from May 6, 2020 made by Adil Khan and seconded by David Sorg. All voted. Motion carried unanimously. Due to our guest Chair Sapp requests that CEO Campbell-Domineck present Council Education following each finance report. This presentation will be done by Council guest David Caplivski where appropriate in conjunction with the audit.

OLD BUSINESS: N/A

NEW BUSINESS

Due to our guest, Chair Sapp requests that CEO Campbell-Domineck present Council Education following each finance report.

Recommendation: Approval of Audit Report PY2019-2020 Year Ending June 30, 2020

Motion to approve the Preliminary Budget for PY2020-2021 was made by David Sorg, seconded by Adil Khan. A presentation of the audit results was given by Audit Partner David Caplivski. Mr. Caplivski walked the Committee through the audit report. Chair Sapp then opened the floor for additional questions. Adil Khan asked why the Unrestricted Support and Revenues are roughly 1.3M higher than 2019. This was explained by CEO Campbell-Domineck as being a result of the timing of the audit taking place.

David McGraw asked to have the costs of the audit explained. The additional costs were incurred due to the additional amount of time taken to complete the overall report. David McCraw also asked about how to better meet CSP audit compliance in the future.

David McGraw introduced a motion to pay the additional costs of \$10K for additional time on the audit. This motion was seconded by David Sorg. All voted, motion carried unanimously.

Recommendation: Approval of Revised Final Budget PY2020 w/ Funding & Expenditure Comparison

Chair Sapp directed the Committee to the Revised Final Budget PY 2020 with Funding & Expenditure Comparison recommendation. CEO Campbell-Domineck provided education on report. Motion to approve the Preliminary Budget for PY2020-2021 was made by David Sorg, seconded by David McCraw. Chair Sapp opened the floor for questions and comments. There were no questions or concerns. All voted, motion carried unanimously.

Report: Budget Variance Detailed, Summary & Comments 2nd Quarter of PY2020

Chair Sapp directed the Committee to the Budget Variance Detailed, Summary & Comments 2nd Quarter report. CEO Campbell-Domineck provided education on report. The floor was opened for any questions. There was no discussion.

Report: Unrestricted Funds Account for 2nd Quarter of PY2020

Chair Sapp directed the Committee to the Unrestricted Funds Account for 2nd Quarter report. CEO Campbell-Domineck provided education on report. The floor was opened for any questions.

Adil Khan introduced a motion to utilize unrestricted funds in the amount of \$250K in investing. There was discussion regarding authority over these funds. The Executive Committee on behalf of the Board has control of these funds. Adil Khan recommended investing the funds into a generic S&P account with a standard rate of return alongside the assistance of a financial advisor. David McCraw seconded this motion. All voted, motion carried unanimously.

Report: Related Party Transactions 2nd Quarter PY2020

Chair Sapp directed the Committee to the Related Party Transactions report. Chair CEP Campbell-Domineck provided refresher training on this item to the Committee. During DEO fiscal monitoring CEO Campbell-Domineck clarified that CSP cannot turn away a training institution without implicit cause and that funds spent per institution cannot be determined at the start of the year. CSP cannot drive students/customers to a specific institution to meet predetermined budgeting. We cannot and are not obligated to provide specific service options to customers, as the focus is customer choice. A response is generally not needed for technical observations, but CEO will respond if necessary. The floor was opened for questions. There was no discussion.

Report: Taylor, Hall, Miller & Parker, P.A. Monitoring Report – December 2020

Chair Sapp referred committee to THMP Monitoring Report. CEO Campbell-Domineck conducted a refresher training before opening the floor to questions. There were no questions or comments.

Meeting adjourned at 4:08pm