

Finger Lakes Workforce Investment Board, Inc.
FINANCE & AUDIT COMMITTEE MEETING MINUTES
FLWIB Offices, Conference Room B
April 30, 2014

ATTENDANCE: Members: Bob Doebelin, Tom Kelly (via phone), Ann Scheetz, Ken Riemer, Bonnie Percy
Absent: John Garvey, Charles Schillaci,
Staff: Karen Springmeier, Debbie Sowards, Dinah Brennan

Motion to approve minutes from March 26, 2014 was made by Mr. Kelly and seconded by Mr. Reimer. Minutes were approved as written.

FINANCIAL STATEMENTS – March 2014

Ms. Sowards discussed financial statements through the end of March 2014. Spending levels are on track for Program Year 2013 (PY'13). She noted that we are now $\frac{3}{4}$ through PY'13. We are on track to meet or exceed the 80% expenditure required for PY'13. Discussion regarding the balance sheet and specific expenses followed.

WIB BUDGET REVIEW

The new program year will begin July 1, 2014. The allocation of funds has been received and there is overall about a \$100,000 increase from the previous program year. The PY'13 budget outcomes in comparison to the PY'14 proposed budget were reviewed by the committee. The four contractors have collectively met their Individual Training Account (ITA) and On-the-Job Training (OJT) goals, however, individually some counties did not meet their goals. Due to the sequester and government shutdown in PY'13, Ms. Springmeier recommended the committee review the counties all together this year but evaluate the counties individually in PY'14. The committee agreed. Mr. Reimer made a motion to approve the PY'14 WIB Budget, seconded by Mr. Kelly. All in favor, PY'14 WIB Budget approved. Mr. Reimer made a motion to approve the county budgets (which include the youth allocations), seconded by Mr. Kelly. All in favor, county budgets approved.

WORK PLAN

Ms. Springmeier noted she continues to work on applying for grants. Ms. Springmeier discussed the new cluster initiative brought to the FLWIB by Cornell and NYATEP. This would be a good opportunity for the WIB to be a partner in the initiative without having to be the sole funding source. Both the Youth RFP recommendations and the review of the PY'14 budgets have been completed. The auditors from Bonadio Group will be meeting with the committee on June 25th as the new Non Profit Revitalization Act requires.

OTHER BUSINESS

None.

Next scheduled meeting: **Wednesday, June 25, 2014 at 3:00pm.**

A motion to adjourn was made by Mr. Reimer and seconded by Ms. Percy. All in favor, motion carried.

Respectfully submitted by:
Dinah Brennan
Executive Assistant