

Finger Lakes Workforce Investment Board, Inc.
FINANCE & AUDIT COMMITTEE MEETING MINUTES
FLWIB Offices, Meeting Room B
Wednesday, January 31, 2018 9:00 am

ATTENDANCE: Members: Bob Doeblin, Bonnie Percy
Staff: Karen Springmeier, Debbie Sowards, Barbara Murphy, Jennifer May
Absent: Tom Albanese, Ann Scheetz

APPROVAL OF MINUTES

A motion to approve the minutes from October 25, 2017 was made by Mr. Doeblin, seconded by Ms. Percy. All in favor, motion carried.

A motion to approve the minutes from November 29, 2017 was made by Mr. Doeblin, seconded by Ms. Percy. All in favor, motion carried.

December Financial Statements

Ms. Sowards reviewed the December Financial Statements. County percentages are where they should be at this point in the year, including Wayne County. It was suggested that \$6,000.00 of unobligated Dislocated Worker funds be transferred to Adult. A motion to approve the transfer of funds was made by Mr. Doeblin, seconded by Ms. Percy. All in favor, motion carried. The revised budget, including the transfer of Dislocated Worker funds to Adult funds, was approved in a motion by Mr. Doeblin and seconded by Ms. Percy.

ACTION ITEM: The revised budget will be presented to the Executive Committee in March

ACTION ITEM: Other Programs will be modified to reflect individual programs in future financial statements; also added to Work Plan.

Quarterly Reports

A motion to approve the quarterly reports was made by Mr. Doeblin, seconded by Ms. Percy. All in favor, motion carried.

RECONCILIATION UPDATE

Ms. Sowards and Ms. Murphy reported that the Reconciliation is moving forward, with the help of the new temporary worker. On target to meet the June 30th deadline.

WORK PLAN

Completion of 990 and Renewal of Geneva Housing Authority Lease have been removed from the Work Plan.

ACTION ITEM: Other Programs will be modified to reflect individual programs in future financial statements; also added to Work Plan.

OTHER BUSINESS

Ms. Springmeier is still looking for additional members for this Committee. During the late spring meeting of the Chief Elected Officials, Ms. Springmeier will give an update on the Reconciliation. She will also state that the line in the county contracts which allows for the counties to absorb any unallowed costs will be removed.

Next scheduled meeting: Wednesday, February 28, 2018 9:00

*Respectfully submitted by:
Jennifer May, Executive Assistant*