

Finger Lakes Workforce Investment Board, Inc.
FINANCE & AUDIT COMMITTEE MEETING MINUTES
Meeting Room B
May 30, 2012

ATTENDANCE: Members: Bob Doebelin, Sarah Purdy, Tom Kelly
Absent: Charlie Schillaci, Doug Stark, Sarah Fantauzzi, Ken Reimer
Staff: Karen Springmeier, Barbara Murphy, and Debbie Sowards

A motion to approve the minutes from April 25, 2012 was offered by Ms. Purdy and seconded by Mr. Kelly. Minutes approved as written.

FINANCIAL STATEMENTS – April 2012

Financial Statements for April 2012 were reviewed and approved as submitted.

It was noted the H-1B contract is still held up in Albany; staff will make appropriate contacts to get an update.

PY'12 TRAINING FUNDS

We are required to spend 80% of our WIA funding; much of this hinges on the spending of training funds. The business service representatives have requested a certain amount of Adult and Dislocated Worker funds be set aside solely for OJTs. After discussion, the committee has approved \$30,000 adult and \$30,000 dislocated worker training funds be set aside solely for OJTs; however, the committee reserves the option to move any amount back into the general training fund for ITA use should there become a waiting list of ITA people interested in training.

EXCELLUS/ PAYCHEX REFUND

We recently received a refund from Excellus through Paychex as a result of an audit done on health insurance. Based on a breakdown from Paychex, staff allocated out by employee the amounts that would have been paid by employee. The committee agreed to reimburse employees and remaining funds would be deposited.

WORK PLAN

Ms. Murphy will be talking with Mr. Hagen of the Bonadio Group to discuss dates to complete the pre-lim and audit. Pre-lim and audit dates will be emailed to the committee once established.

OTHER BUSINESS

- Next regularly scheduled meeting for June 27th causes some scheduling conflicts. The next meeting has been tentatively scheduled for a Go-to-meeting on July 3rd at 11:00am.

Meeting Adjourned at 2:41.

Next scheduled meeting (tentative): July 3, 2012 at 11:00am/Go-to-Meeting.

Respectfully submitted by:
Debra Sowards
Fiscal Coordinator