

DRAFT MINUTES
BUDGET COMMITTEE MEETING
Tuesday, October 15, 2013 1:00 P.M.

Call to Order and Roll Call.

Meeting called to order by Kevin Yeanoplos at 1:15 P.M.

Committee members present at roll call:

Kevin Yeanoplos appeared telephonically

Erik Clinite appeared in person

Staff Attendance:

Jeanne Galvin – Assistant Attorney General

Debra Rudd - Executive Director

After the roll call, Erik Clinite motioned to approve the minutes of the July 3rd, 2013 budget committee as submitted. Kevin Yeanoplos seconded the motion. The members all voted in favor of the motion.

Debra Rudd, Executive Director, updated the Committee with the status of the FY2014 expenses, per the financial report for the period ending September 30, 2013. She reported that the financial statements look a little different now that they are being prepared by Megan Darian at ADOA versus the financial statements they have seen before. As an example, she explained the different categories for personnel expenses for employees versus Board members that are illustrated on the report titled Financial Statement but is reported as a lump sum on the Cash Flow report for all personnel expenses for both employees and Board members. Both Kevin Yeanoplos and Erik Clinite acknowledged the difficulty in comparing the old reports with the new reports. Erik Clinite asked that the percentage of expenses category based on the budgeted amount be included on the Financial Statement report. He would like to have more information included in these reports for him to be able to compare to previous reports. She acknowledged that with the different reporting that is now being completed it is somewhat confusing as they are not able to track where the budget truly is as compared to previous reports without additional calculations. She reported that she was able to determine that the expenses are 6% below what was expected as a result of one of the employees leaving the agency. She directed the members to view the Cash Flow statement and explained that the projected numbers include the hiring of the 1.5 staff members instead of continuing to use the temporary agency employees and hiring the staff investigator versus having a contract investigator. This report illustrated that the budget was still balanced. The members requested that the financial reports be revised by the next budget meeting for a better understanding of actual expenses versus the projected expenses.

After discussion about the budget, Erik Clinite stated that there was no action needed at this point. Kevin Yeanoplos agreed. Kevin Yeanoplos stated that he would like to schedule a future committee meeting for next month. Erik Clinite agreed. They discussed meeting again on November 14th. Kevin Yeanoplos then stated that they were adjourned.