

Finance Committee Meeting Minutes

Thursday, 03/05/20, 5:30 PM – 6:30 PM

Attendees (14)

Staff Present: Tony, Doug, Christine, Claudia, Corina

Committee Members Present: Linda Collins, Treasurer and Committee Chair, Margaret Heinz, Board President, Dena Pfeifer and Facilitator, Connie Uychutin, Alicia Schott

Informed Absence: Lisa Utsey

Absent: Jose Lara

Staff Present: Tony Anderson, Executive Director, Doug Bonnet, Special Assistant to the Executive Director, Christine Couch, Compliance Manager, Claudia Reed, Chief Financial Officer, Corina Ramirez, Administrative Assistant – Resource Development

Other Board Members Present: Mohamad Rashid, Lynda Mendoza

Public Present: Mariela Ramos, Mark Collins

Meeting called to order by Linda Collins, Treasurer and Committee Chair, at 5:30 PM.

A. Review and Approval of Meeting Agenda

Linda Collins asked for a motion to approve the meeting agenda. Dena Pfeifer made a motion to approve the meeting agenda. Connie Uychutin seconded the motion. The meeting agenda was approved unanimously.

B. Review and Approval of Finance Committee Meeting Minutes of 02/05/20

Linda Collins asked for a motion to approve the Finance Committee Meeting Minutes of 02/05/20. Margaret Heinz made a motion to approve the Finance Committee Meeting minutes of 02/05/20. Dena Pfeifer seconded the motion. The Finance Committee Meeting minutes of 02/05/20 were approved unanimously.

C. Public Comment

None.

D. Approval of Contracts over \$250,000

Corina Ramirez presented the list of contracts and answered questions from any committee members (pages 6 – 55).

Linda Collins asked for a motion to approve all of the contracts over \$250,000 as presented. Alicia Schott made a motion to approve all of the contracts over \$250,000. Dena Pfeifer

seconded the motion. Connie Uychutin abstained. The contracts over \$250,000 were approved unanimously.

E. Fiscal Department Update

1. Acceptance of Contract Status Report (CSR) and Review of Purchase of Service (POS) Expenditures and Operations (OPS) Expenditures. Claudia Reed presented and answered any questions of committee members (pages 56 – 58).
Linda Collins asked for a motion to approve the Contract Status Report (CSR). Dena Pfeifer made a motion to approve the Contract Status Report (CSR). Margaret Heinz seconded the motion. Contract Status Report (CSR) was approved unanimously.
2. VMRC Monthly POS Expenditure (PEP) Summary
Claudia Reed presented and answered any questions of committee members (pages 59 – 61).
3. Acceptance of Restricted Donations
Claudia Reed presented the monthly donations to the Popplewell Fund (pages 62 – 84). Linda Collins asked for a motion to accept the donations. Dena Pfeifer made a motion to accept the donations to the Popplewell Fund. Alicia Schott seconded the motion. The donations to the Popplewell Fund were approved by unanimous decision.

F. Next Meeting – Wednesday, April 1, 2020, 5:30 PM, VMRC Stockton Office, Cohen Board Room

Meeting adjourned by Linda Collins at 6:25 PM