

Minutes Finance Committee –May 9, 2022, 7:00pm Via zoom

The meeting was called to order at 7:08 p.m. Present were Donna Dickson-Noonan, Carol Ann Michalski, Donna Machala, Andrea Balcom, and Gary Orton

Staff: Jeanne Darling, Karen Graves, Chris Carpenter, Corrine Tompkins, and Dale Dewing

March Financial – The reports were reviewed, and the following items were discussed:

- Carol asked to have the Accounts Payables and Receivables included in the reports going forward.
- Chris said that depreciation will begin being included in the monthly reports in June.
- The difference between the Statement of Financial Position and the Balance sheet is that the Balance Sheet includes designated funds.
- Enterprises – on Statement of Activities includes items like the sale of Farm Accounting books.
- Sales Tax – will need to be paid on things like sales from the camp store
- Lease & Rentals – this includes more than just the lease with ARC. It was requested to take out the ARC lease and put under a separate line item.
- Bank Service Charges – Chris said the bank fees are for credit card payments for camp.
- Fringe Benefits – this is the value of state benefits like health insurance, retirement, etc.
- Delaware County – pays us each quarter.
- Camp- it was requested to get a separate report on just camp finances when camp financials are available which is done each year. We will need to monitor food and other expenses at camp that are going up in price.
- Workers Comp- We can pay First Aid Claims directly and keep the cost of workers compensation down

A motion to approve the financial report was made by Gary, seconded by Donna Machala. The motion carried unanimously. Grants and contracts will be added for the board to review.

MOU for Chenango County- This is for training provided to Chris on the accounting software Acumatica. Heather may be able to help train our new Finance Coordinator, Christina Wilson.

A motion was made to approve the MOU by Gary, seconded by Donna Machala. The motion carried unanimously.

224 Funding – Jeanne said there was a \$500,000 increase to the funding from NY State last year. There will be a 1.5 million dollar increase statewide for the period from April 1, 2022, to March 31, 2023. We will be gaining a one-time payment of \$21,939 for professional (resource educator and above) staff salary. We must report on the impact from it by the end of the year to try to sustain this funding increase for 2023.

WAP Budget – Dale reviewed the draft budget for 7/1/22 to 3/31/25. He noted he would like to promote James Romack to a Resource Educator which will increase his responsibilities and pay. The budget allows for a 5% increase annually in WAP salaries for the next 2.5 years. The total budget is 2.7 million for the next 2 years and 9 months. A budget will be created every year. A template will be supplied to report with. The current contract ends June 30, 2022. WAC, DEP and CCE will need to approve the contract.

Audit – Donna Dickson Noonan said it should be done the end of May.

Next Meeting – is July 6 at 7pm via zoom

Adjourned – a motion to adjourn at 8:37 p.m. was made by Gary, seconded by Donna Machala. The motion carried unanimously.

Minutes taken by Karen Graves