

BENZIE SENIOR RESOURCES
FINANCE COMMITTEE MEETING MINUTES
April 19, 2023

The Finance Committee meeting was called to order by Victor Dinsmoore, Committee Chair at 3:17 pm. This meeting is being conducted in person at the Administrative Office and via Zoom.

Victor requested Paul to conduct the meeting as Victor is calling in from his car and may experience spotting coverage while driving in his car. Paul graciously agreed to conduct the meeting.

Committee Members Present: Paul Turner & Nancy Mullen Call

Via Zoom: Victor Dinsmoore

Staff Present: Douglas Durand & Sabra Boyle both are non-voting members

Committee Members Absent & Excused: None

Staff Members Absent & Excused: Dawn Bousamra

Public/Others: None

Agenda

Motion by Nancy Mullen Call to accept the 4/19/2023 agenda as presented. Seconded by Paul Turner. All Ayes. Motion approved.

Minutes

Motion made by Nancy Mullen Call to accept the 3/15/2023 meeting minutes as present. Seconded by Paul Turner. All Ayes. Motion approved.

Review and Approve March 2023 Financials and Narratives with Recommendations to the full Board to approve.

Areas of discussion included the following revenue items: Line 670-Client Income – The question, “What was included in this revenue?” and Doug stated that this the revenue from Medicaid Waiver and Care Management Clients from AAANW and NHC Management Agent Agencies; Line 677-Fundraising Income – Clarification to what this was, and Doug reported it was for the HDM replacement delivery vehicle; and what was included in the Sponsorship Revenue? Doug reported that this was businesses that sponsored the Volunteer Recognition Event with event sponsor, table sponsor, volunteer sponsor and door prize gift sponsorship opportunities. Doug reported that this year’s event has seen a record of event sponsors and less door prize sponsors.

The only expense question was related to line item 740-Food Expense. Doug stated that even though we increased this expense significantly for FY 2023, we are still dealing with higher costs than anticipated.

Victor pointed out that in the Budget Narrative under the year to date, the surplus number was wrong, and Doug agreed that the correct amount should be \$112,675 and not \$125,000.

Victor reported that he has gotten in touch with the Village of Honor, and they are looking into our current sewer costs and will get back with Victor.

Paul brought up a question regarding the "Statement of Financial Position" Form and specifically how the Board Designated Operating Reserve Fund Balance should be reported. Doug suggested that for Paul's question to be understood, it might be something that Amber Mack, CPA from Anderson, Tackman & Company be contacted and see if she could join us via zoom at May's Finance Committee Meeting. It was agreed that Doug should contact Amber and see if arrangements can be made for Amber to attend.

After the above discussions, a motion was made by Paul Turner to recommend to the full board for approval of the March 2023 Financials and Narrative. Seconded by Nancy Mullen Call. All Ayes. Motion passed.

Review and sign the March 2023 Bank Statements

Committee Members Nancy Mullen Call and Paul Turner reviewed and signed off on the March 2023 bank statements. Victor Dinsmoore will sign the statements the next time he signs checks.

Adjournment

Motion made by Paul Turner to adjourn the meeting. Seconded by Nancy Mullen Call. All Ayes. Motion passed. Meeting ended at 4:08 pm

Next scheduled Finance Committee will be on May 17, 2023 at 3:15pm.

Respectfully submitted,

Douglas Durand