

BENZIE SENIOR RESOURCES
FINANCE COMMITTEE MEETING MINUTES
June 21, 2023

The Finance Committee meeting was called to order by Victor Dinsmoore, Committee Chair at 3:18 pm. This meeting is being conducted in person at the Administrative Office and via Zoom.

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

Public/Others: None

Agenda

Motion by Nancy Mullen Call to accept the 6/21/2023 agenda as presented. Seconded by Paul Turner. All Ayes. Motion approved.

Minutes

Motion made by Nancy Mullen Call to accept the 4/19/2023 meeting minutes as present. Seconded by Paul Turner. All Ayes. Motion approved.

Victor asked Paul if his questions were answered in the email from Amber Mack, CPA. Paul reported that until he sees the new QuickBooks report that Sabra will need to produce, he won't know for sure if his questions will be answered. Sabra reported that she has not yet had a conversation with Amber to set up the new report. With that said, Victor moved on to the agenda items.

Review and Approve April & May 2023 Financials and Narratives with Recommendations to the full Board to approve.

Areas of discussion included the following: Additional clarification from Doug regarding no additional ARPA funds will be coming in for the Home Delivered Meals Program and the one-time payment of \$30,641 received from Area Agency on Aging for both nutritional programs. This one-time payment will help to offset the anticipated ARPA funds that were projected for this current fiscal year. Other May Financials discussed included: Employee wage expenses, HPS paid dues, costs related to purchased supplies and food, higher costs than projected for the seniors riding the Benzie Bus and costs paid out through the senior essential needs funds.

Doug responded to the question regarding inflation costs and the effects on the agency's bottom line.

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

Review and sign the April and May 2023 Bank Statements

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

Adjournment

The meeting was adjourned by consensus. The Finance Committee Meeting ended at 4:00 pm

Next scheduled Finance Committee will be on July 19, 2023 at 3:15pm.

Respectfully submitted,

Douglas Durand