



AMADOR TUOLUMNE COMMUNITY ACTION AGENCY

FINANCE COMMITTEE MEETING

AGENDA

February 12th, 2021 | 9:30 a.m.

Zoom Video Conference

URL: <https://us02web.zoom.us/j/87402405364?pwd=RVl3KzJJMmNWUkpMSjdsUVhnNkV5UT09>

Meeting ID: 874 0240 5364

Password: 021221

Phone Number: +1 669 900 6833 US (San Jose)

Teleconference Location: 10590 Hwy 88 Jackson, CA 95642

1. **CALL TO ORDER:**

2. **ROLL CALL:**

		Board Secretary-Treasurer	
Frank Axe		Linda Rianda	
Kathleen Haff		Jim Wilmarth	
Lynn Morgan		---	
Joseph Bors, Executive Director			
Bruce Giudici, Fiscal Officer			
Katelyn Peterson, Secretary to the Board			

Others present:

3. **APPROVAL OF AGENDA:**

4. **PUBLIC MATTERS NOT ON THE AGENDA:** Discussion items only, no action to be taken. Any person may address the Board at this time upon any subject; however, any matter that requires action may be referred to Staff and/or Committee for a report and recommendation for possible action at a subsequent Board meeting. Please note – there is a five (5) minutes limit/topic.

5. **NEW BUSINESS**

5.1. Select Interim Board Secretary-Treasurer until December Election.

5.1.1. This person will take over responsibilities of running Finance Committee Meetings and reporting out to the Board for the remainder of 2021 as well as serve on the Executive Committee when needed.

6. **CONSENT AGENDA:** Items listed on the consent agenda are considered routine and may be enacted by one motion. Any item may be removed for discussion and made a part of the regular agenda at the request of a Board member(s).

6.1. Minutes of 12/11/20. Pg. 3

7. **REPORTS:**

7.1. Administrative Reports

6.1.A. Line of Credit (LOC) Internal Report 7/1/20-12/31/20. Pg. 5

6.1.B. Local Agency Investment Fund (LAIF) Activity Report as of 12/31/20. Pg. 6

6.1.C. Administrative Budget to Actual 7/1/20-12/31/20. Pg. 7

6.1.D. CSBG Budget to Actual 1/1/20-12/31/20. Pg. 12

6.2. Early/Head Start Reports

6.2.A. Head Start Budget & Expenditure Report 1/1/20 to 12/31/20. Pg. 13

6.2.B. Early Head Start Budget & Expenditure Report 1/1/20 to 12/31/20. Pg. 13

6.2.C. In-kind (Match) Reports for 1/1/20-12/31/20. Pg. 13

6.2.D. Credit Card Expenditure Reports 9/2020 and 12/2020. Pg. 14

6.2.E. Early Childhood Services Report Submittal Matrix for 12 month period ending 12/31/20. Pg. 16

6.3. Program Fiscal Reports

6.3.A. Contract Status Summary by Program Report as 4/2020-12/2020. Pg. 17

6.4. Agency Financial Statements

6.4.A. ATCAA Balance Sheet as of 12/31/20. Pg. 18

6.4.B. ATCAA Revenue/Expenditure Report 7/1/20-12/31/20. Pg. 19

6.4.C. ATCAA Cash Flow Overview 7/1/20-12/31/20. Pg. 23

6.4.D. ATCAA Cash Flow - Housing 7/1/20-12/31/20. Pg. 24

6.4.E. ATCAA Cash Flow - Food Bank 7/1/20-12/31/20. Pg. 25

6.4.F. ATCAA Cash Flow - Energy 7/1/20-12/31/20. Pg. 26

6.4.G. Housing Support Account-Tuolumne Properties and Varley Place. Pg. 27

6.4.H. Fiscal Officer Narrative. Pg. 28

8. **ADJOURNMENT:**

LATE AGENDA MATERIAL: Late agenda material can be inspected at the ATCAA Jackson Service Center 10590 Hwy 88, Jackson, CA and the ATCAA Sonora Service Center 427 N. Hwy. 49 Sonora, CA.

SPECIAL NEEDS: People who need auxiliary aids or services are requested to call the Sonora Service Center at 209-533-1397 or the Jackson Service Center at 209- 223-1485 at least 48 hours before the meeting so appropriate arrangements may be made.