



AMADOR TUOLUMNE COMMUNITY ACTION AGENCY

FINANCE COMMITTEE MEETING AGENDA

June 14th, 2019 | 9:00 a.m.

ATCAA Sonora Service Center, 2nd Floor Conference Room, Sonora, CA 95370

1. **CALL TO ORDER:**

2. **ROLL CALL:**

Karl Rodefer		Linda Rianda	
Frank Axe		Jim Wilmarth	
Mary Pulskamp			
Joseph Bors, Executive Director			
Bruce Giudici, Fiscal Officer			
Katelyn Goehner, 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. **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).

5.1. Minutes of 04/12/19. Pg. 3

6. **REPORTS:**

6.1. Administrative Reports

8.1.A. Line of Credit (LOC) Report 7/1/18-4/30/19. Pg. 6

8.1.B. Line of Credit (LOC) Internal Report 7/1/18-4/30/19. Pg. 7

8.1.C. Local Agency Investment Fund (LAIF) Activity Report to 7/1/18-4/30/19. Pg. 8

8.1.D. Administrative Budget to Actual 07/01/18-4/30/19. Pg. 9

8.1.E. Early Childhood Services Report Submittal Matrix 3/1/18-4/30/19. Pg. 11

8.2. Early/Head Start Reports

8.2.A. Head Start Budget & Expenditure Report 01/01/18-4/30/19. Pg. 12

8.2.B. Early Head Start Budget & Expenditure Report 01/01/18-4/30/19. Pg. 12

8.2.C. In-kind (Match) Reports for 01/01/18-4/30/19. Pg. 12

8.2.D. Credit Card Expenditure Reports. Pg. 14

8.3. Program Fiscal Reports

8.3.A. Contract Status Summary by Program Report as of 4/30/19. Pg. 17

8.3.B. Contracts and Amendments Report through 4/30/19. Handout 1

8.3.B.1. Reimbursable Funds as of 4/30/19. Handout 2

8.3.B.2. Fixed Fee Funds as of 4/30/19. Handout 3

8.3.B.3. Discretionary Funds as of 4/30/19. Handout 4

8.4. Agency Financial Statements

8.4.A. ATCAA Balance Sheet as of 4/30/19. Pg. 19

8.4.B. ATCAA Revenue/Expenditure Report 07/01/18-4/30/19. Pg. 20

8.4.C. ATCAA Budget to Actual Report by Dept. 07/01/18-4/30/19. Pg. 21

8.4.D. Fiscal Officer Narrative. Pg. 24

7. **NEW BUSINESS:**

7.1. CSBG Discretionary Budget Work Plan 6/1/19-5/31/20 (Request for Board Approval). Pg. 26

7.2. CSBG Discretionary Budget Narrative 6/1/19-5/31/20 (Request for Board Approval). Pg. 28

7.3. Administrative Budget FY 2019-20 (Request for Board Approval). Handout.

8. **EXECUTIVE DIRECTOR REPORT:**

9. **ITEMS FOR FUTURE AGENDAS:**

10. **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.