



Finance Committee Meeting Minutes

CareerSource Tampa Bay
Oct 27, 2022 at 9:00 AM EDT

Attendance

Members Present (Remote):

Gary Hartfield, Donald Noble, Julie Renderos, Audrey Ziegler

Members Absent:

Commissioner Gwen Myers

Attendance

Members Present (Remote):

Sheila Doyle, John Flanagan, Barry Martin, Anna Munro, Tammy Stahlgren

Guests Present (Remote):

Denyve Boyle - Community Foundation Tampa Bay, Kory Burkley - Community Foundation Tampa Bay

Board Liaison Present:

Ken Jones

- I. Call to Order, Roll Call and Welcome (Presenters: Gary Hartfield)

Chair, Gary Hartfield called the meeting to order at 9:00 a.m.

- II. Pledge of Allegiance (Presenters: Donald Noble)

Don Noble led the Pledge of Allegiance.

- III. Public Comments

There were none.

- IV. Action/Discussion Items

- A. Approval of Minutes - August 25, 2022 Finance Committee Meeting (Presenters: Gary Hartfield)

Motion:

to approve the minutes of the August 25, 2022 Finance Committee Meeting

Motion moved by Donald Noble and motion seconded by Audrey Ziegler. The motion carried.

B. 2022– 2023 Budget Modification No. 2 (Presenters: Sheila Doyle)

Motion:

To approve the adjustment to the revenue budget and resultant modification to the expenditure budget.

Motion moved by Donald Noble and motion seconded by Julie Renderos. The motion carried.

V. Other Administrative Matters

An Ad Hoc Committee has been created to review system design and look at physical assets of CareerSource Tampa Bay, which includes the Comprehensive One-Stop Center. The first meeting is scheduled for November 1, 2022.

Hurricane Ian - The Chair would like a report at the next meeting on what areas have been impacted and what support have we provided.

VI. Information Items

A. Community Foundation of Tampa Bay Agency Reserve Fund (Presenters: Kory Burkley, CFO - Community Foundation of Tampa Bay)

Kory Burkley reviewed the Agency review fund. Mr. Burkley explained the funds are reviewed on a quarterly.

B. 401k Plan Audit Plan Year Ending 12/31/2021 and 5500 Filing (Presenters: Anna Munro)

401K Audit and 5550 Filing reviewed. No concerns or discussions.

C. Expenditure Reports for the Period Ending September 30, 2022 (Presenters: Sheila Doyle)

Expenditure reports ending September 30, 2022 were reviewed. There are currently no concerns. Our spend rates are on target.

VII. Adjournment

The meeting was adjourned at 9:43 a.m.

Minutes prepared by Tammy Stahlgren, Administrative Services Coordinator.