



Finance Committee Meeting Minutes

CareerSource Tampa Bay
Jan 26, 2023 at 9:00 AM EST

Board Member Attendance

Present:

Members: Gary Hartfield (remote), Donald Noble (remote), Julie Renderos (remote), Audrey Ziegler (remote)

Absent:

Members: Commissioner Hagan

Staff Attendance

Present:

Members: Sheila Doyle - CFO (remote), Anna Munro (remote), Tammy Stahlgren (remote)

Guests: Ben Clark - James Moore (remote), Corinne La Roche - James Moore (remote)

Board Liaison : Ken Jones (remote)

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

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

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 - October 27, 2022 Finance Committee Meeting (Presenters: Gary Hartfield)

Motion:

to approve the minutes of October 27, 2022 Finance Committee Meeting

The motion carried.

B. Required Communication and Acceptance of Annual Financial Statement Audit for the Fiscal Year ended June 30, 2022 (Presenters: James Moore & Company)

Ben Clark and Corrine La Roche provided an overview of the Annual Financial Statement Audit.

In summary, the audit went well, and no current year audit findings were noted.

James Moore noted that next year we are going to have a pretty significant "accounting standards" change, as it relates to leases. Leases will be required to be recorded on the balance sheet. This will have a large impact on financial statements.

Motion:

to approve the Annual Financial Statement Audit for fiscal year ended June 30, 2022.

The motion carried.

The report was not dated because it has to go to the full board for approval. The committee asked to be notified if there any changes were made to the report.

C. WIOA Dislocated Worker Funds Transfer Approval (Presenters: Sheila Doyle)

Motion:

to approve the funds transfer from WIOA Adult and Dislocated Worker (DW) Programs.

The motion carried.

D. 2022– 2023 Budget Modification No. 3 (Presenters: Sheila Doyle)

Total budgeted revenue has increased from \$26,354,459 to \$27,354,941 for an overall increase of \$1,000,482.

Motion:

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

The motion carried.

V. Other Administrative Matters

There was none.

VI. Information Items

A. Expenditure Reports for the Period Ending December 31, 2023 (Presenters: Sheila Doyle)

Expenditure reports ending December 31, 2022 were reviewed. There are currently no concerns. Our spend rates are on target.

VII. Adjournment

The meeting was adjourned at 9:53 a.m.

Minutes prepared by Tammy Stahlgren, Administrative Services Coordinator.