

Finance Committee
Monday, April 9, 2018
4:30 p.m.

Traverse City Michigan Works, 1209 S. Garfield – Suite E, Traverse City, Michigan 49686

draft-MINUTES-draft

Committee members present: Jim Barnard, Ed Boettcher, Stacie Bytwork, Elizabeth Dewey, Steve Perdue, Jim Smith, Nicole Sulak, Tom Vine

Committee members absent: Jamie Al-Shamma, Ken Bollman, Jim Cook, Alan Cooper, Amanda Haworth, Dean Smallegan, John Stakoe, Kelli Stepka

Staff present: Darla Rowland

Call to order & introductions

The meeting was called to order by S. Perdue at 4:29 p.m.

Networks Northwest budget report ending 2/28/18

Darla Rowland presented the budget report for the month ending February 28, 2018. Expenditures are at 49%. The Small Business Development Center (SBDC), which is on a January – December year, has new program year funds on the report. The report also reflects increases in Wagner-Peyser Employment Services, Reemployment Services and Eligibility Assessment (RESEA), RESEA Work Based Training, and WIOA Statewide Activities. Seven companies completed Skilled Trades Training Fund (STTF) training for a year to date total of \$147,457.

Motion by J. Barnard, supported by T. Vine to recommend the Networks Northwest budget report for board acceptance. Motion passed.

Northwest Michigan Works! Inc. budget report ending 2/28/18

Darla Rowland presented the budget report though February for Northwest Michigan Works! Expenditures are at 46% for Northwest Michigan Works!

Motion by J. Barnard, supported by T. Vine to recommend the Northwest Michigan Works! Inc. budget report for board acceptance. Motion passed.

Updates

The audit field work for both Networks Northwest and Northwest Michigan Works! was conducted in February. The draft for Northwest Michigan Works! has no findings. It is anticipated that there will also be no findings for Networks Northwest. Both audits will be presented at the June meeting.

The Finance Committee reviewed financial policies over several meetings throughout last year. Darla will verify that all policies were reviewed. Any remaining policies will be reviewed at a future meeting. It is an exercise that the committee will undertake every two to three years.

Adjourn

The meeting was adjourned at 4:47 pm.

Respectfully submitted:



Darla Rowland