

MINUTES
DEPARTMENT FINANCE COMMITTEE
CONFERENCE CALL
THURSDAY, APRIL 16, 2020
DEPARTMENT HEADQUARTERS
DELAWARE, OHIO

Call to Order

Treasurer Charles Stennis called the Department Finance Committee meeting to order at 6:00 pm Thursday, April 16, 2020, per Conference Call.

Salute to the Colors

Pledge of Allegiance, follow

An invocation by Adjutant Suzette Heller.

Roll Call

Members present:

Roger Friend (6), Department Commander Charles Stennis (9), Department Treasurer, Robert Wilson (4), Finance Chairman Harold Savage (1), Member Jose Rivera (9), Member Suzette Heller (12), Department Adjutant, Secretary. All members of the Finance Committee Present. □

Guests Present:

Jean Wilson (4), 1st Vice Commander, Brad Teis (10), Department 2nd Vice, Carol Allen, Rea & Associate, Rebecca Corbin, Fiscal Secretary

Reading of Previous Minutes

Motion made by Jose Rivera, to accept the previous finance minutes as printed seconded by Harold Savage.

MOTION PASSED

Report from Carol Allen from Rea & Associates

Post credit checks were printed which covers January and February 2020. Carol will begin to work on past post-credit checks that cover the fiscal year 2018- 2019.

Carol provided the Profit and Loss Report in February 2020. Carol received an email from Maloney + Novotny stating they are sending a list of documents needed for preliminary financial audit.

Unfinished Business

Commander Friend reported after May 1st when the Governor states his plan for Ohio, DEC will hold a Conference call to discuss Convention. A resolution was introduced that will give the DEC the ability change the date and location if needed. Currently, there is not a set location for Department Convention and there will be a Convention Corp meeting once we receive all the information from the Convention sites, after the Governor and President decision regarding social distancing and large crowd.

We have an estimate for painting from Wyandot Painting: \$1000.00 deposit, \$2000.00 due upon completion. This will be sent to the Finance Committee to review. Premier Office Movers sent in a quote to move the office furniture and tear down and rebuild two cubicles. Total cost \$1631.00. We are currently waiting on two other bids from flooring companies. Once all the bids are in, the committee can review and decide.

New Business

Treasurer Stennis provided budget review year to date. Stated that depending on if Buckeye Boys State ends up getting canceled the revenue will change. Carol Allen suggested and will move the BBS monies to a deferred revenue account to get it off the P&L until a decision is made and resend the P&L for February. If BBS is canceled money will be sent back to the post.

A template for the 2020-2021 budget was sent for the committee to review. Charles Stennis discussed changes that will need to be done for the 2020-2021 budget, 5% to 6% inflation increase, and car allowance. A further discussion will happen after a decision is made about the Department Convention. Noted that we cannot use the current budget as a guide to set next year's budget.

Suzette Heller, Adjutant added that we need to look at membership money and the events being held. Moving forward there will be a clear cost of what is being spent on each event since we have a clean budget and monies being applied correctly.

Brad Teis asked about paying the bowling alley. Suzette explained that bowling has been paid and we are working on the payouts for the winners.

The next Conference Call will be held on May 14th, 2020 at 6:00 pm.

Benediction – Suzette Heller, Adjutant

Meeting Adjourn- Salute colors @ 6:50pm