

Finance Committee Meeting
November 12, 2024 6:00 PM, virtual & in-person

Attendance: Kirk Waite, Barclay Morris, Peter Zamore, Elisabeth Nance, Bill Irwin, Catherine Dimitruk (staff), Bethany Remmers (staff), Kyle Grenier (staff) and Amy Adams (staff)

Additions or changes to the agenda

There were no additions or changes to the agenda.

FY 24 Audit Schedule Update

A. Adams updated the audit fieldwork has been completed, RHR Smith has given us a draft date of December 6, 2024. C. Dimitruk will review the draft before it goes to the Committee. Finance will meet on January 7th with the possibility of reviewing the audit before the meeting. RHR Smith has offered to attend the January 7th meeting. The audit will go to the full board at the January meeting if there are no concerns.

Building Maintenance and Improvement Plan/Capital Planning

B. Remmers reviewed the proposed outline for the plan with a list of potential projects for the committee to consider. K. Waite recommended having an appendix for the Maintenance Plan instead of having it within the Capital Plan. The Committee agreed it was valuable information and to have a yearly process to keep it updated and reviewed to keep items moving forward. The Committee reviewed the proposed list of items separating between Maintenance and Capital. The server was recommended to be on the list, C. Dimitruk stated that the Commission would be migrating to the Cloud. Discussion regarding the solution for the ramp would be to try the heated mats and have a better idea for the FY26 budget as to what the solution may look like. Concerns regarding the mats were the volume of ice and snow coming off the roof and whether the mats could handle that capacity as well as if someone is in danger of being under that when it comes off the roof. The next steps will be to go through the list, build out project descriptions and proposed capital expenditures. At the January 7th meeting check in on the progress, at the March meeting a full draft to review and at the May meeting finalize the plans so we have a budget number for FY26 planning.

NRPC Policy Review-Reserve Fund Policy & Fee Schedule

The committee reviewed the Fee Schedule with no changes. Discussion regarding the Fund Balance and the shortfall of the long-term reserves was tabled until after seeing what the audit reveals and may want to change the requirements.

Member and staff announcements

The meeting adjourned at 7:16 PM.