

COMMUNITY ACTION COUNCIL  
For  
LEXINGTON-FAYETTE, BOURBON, HARRISON & NICHOLAS, INC.

FINANCE COMMITTEE MEETING

5:00 p.m. – Monday, January 23, 2017,  
913 Old Board Room – Lexington, Kentucky

AGENDA

SPECIAL ISSUES TO DISCUSS

REGULAR ISSUES

Approval of Minutes for November 28, 2016

Financial Reports for December 2016

New Budgets and Budget Amendments

ADJOURN

COMMUNITY ACTION COUNCIL - FINANCE COMMITTEE  
MEETING MINUTES  
November 28, 2016

The meeting was held at 5:00 p.m. at the Community Action Council's Old Board Room, 913 Georgetown Street, Lexington, KY. Joshua Lewis, Treasurer, call the meeting to order. A quorum was present.

**SPECIAL ISSUES TO DISCUSS:**

**REGULAR ISSUES:**

The Finance Committee Minutes for October 24, 2016 was presented. A motion for approval was made by Janet Ford and seconded by Tyrone Nelson, Motion carried.

**FINANCIAL REPORTS:**

7a. Consolidated Balance Sheet September 2016

Items noted: cash was down \$137,155.04, grant receivables of \$1,398,265.90, and Accounts payable of \$323,018.21. A motion for approval was made by Janet Ford and seconded by Tyrone Nelson. Motion carried.

7b. Financial Statement October 2016

Funds highlighted were:

2030 Head Start FY 16-17, 2037 Early Head Start FY 16-17, Partnering for Excellence 15-16 and Migrant Head Start FY 15-16. Head Start spending was at 24.83%, Early Head Start spending was at 26.83%, Partnering for Excellence spending was at 72.27% and Migrant Head Start spending was at 100.00%,

3020 Child Care - The fund has a balance of \$206,498.00 in Stars funds and \$100,382.03 in Child Care funds.

5009 WE CARE - The balance as of 03/31/2016 was \$236,227.09. Revenue exceeded expenditures for the new program year by \$112,029.01 as of October 31, 2016.

A motion for approval was made by Janet Ford and seconded by Tyrone Nelson. Motion carried

7c. Accounts Receivable, October 2016

Accounts receivables were review.

7d. Line of Credit Report, October 2016

The balance of the Line of Credit is at zero.

7e. Financial Statement for Shepherd Place, Inc., October 31, 2016

The Financial Statement was reviewed.

7f. WinterCare Energy Fund. September 2016

The Financial Statement was reviewed.

7g. Credit Card Statement, October 2016

The statements were presented to the Committee for review

7h. Health Plan Financial Statement October 2016

Financials were presented to the committee for review. The Plan increased by \$6,933.88 for the month of October.

7i. Head Start Budget Detail, October 2016

The current grants continue to operate under budget primarily as a result of staff vacancies.

**BUDGET AMENDMENTS:**

8a. Partners For Youth FY2016-17 Budget - Amendment #1

A motion to approve the budget was made by Patricia White and seconded by Janet Ford. Motion carried

8b. Head Start FY2015-16 Budget - Amendment #4

A motion to approve the budget was made by Tyrona Nelson and seconded by Patricia White. Motion carried

8c. Head Start FY2016-17 Budget - Amendment #2

A motion to approve the budget was made by Janet Ford and seconded by Patricia White. Motion carried

8c. Early Head Start FY2016-17 Budget - Amendment #1

A motion to approve the budget was made by Tyrona Nelson and seconded by Patricia White. Motion carried

**NEW BUDGETS:**

9a. Foster Grandparent Program 2017 Budget

A motion to approve the budget was made by Tyrone Nelson and seconded by Patricia White. Motion carried

9b. Lexington-Fayette Urban County Government CDBG Russell School Recreational Space Renovation Program FY2016-17 Budget

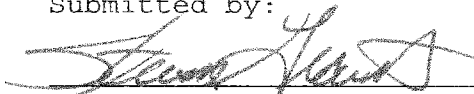
A motion to approve the budget was made by Janet Ford and seconded by Patricia White. Motion carried

**OTHER:**

Meeting Adjourned - 6:30 p.m.

| <u>Finance Committee Members</u>   | <u>Absent</u>  |
|--|--|
| <u>Present</u><br>Joshua Lewis<br>Patricia F. White<br>Janet Ford<br>Tyrone Nelson                     | David O'Neill<br>Bryanna Carroll<br>Cynthia Kay<br>Beverly G. Ross |
| <u>Others Present</u><br>Jean Christensen, Auditor   |  |
| <u>Staff Present</u><br>Erin Hensley<br>Lisa Pope<br>David Webster<br>Steven Gravitt<br>Catrena Bowman |  |

Submitted by:

  
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Steven Gravitt, M.B.A., CCAP  
Staff Accountant