



Finance Committee Agenda  
September 26, 2024

Attending: Daniel Blevins, Interim Board Chair; Collice Martens, Finance Director; Freddy Gonzalez, Executive Director, Noelle Hanson, staff; Shawna Pruitt, Policy Council Chair; Annie Perrault, Staff; Rich Polkinghorn, Board member

Minutes by: Noelle Hanson

Began meeting: 4:07 pm

**1. Review & Approve Agenda for 08262024**

- #7 on Agenda: Credit Card Report July 2024, will be reported on at October's Finance meeting.

Reviewed and approved

**2. Review & Approve Minutes for 09262024**

Reviewed and approved

**3. Finance Directors Report**

- Change of Scope is completed by a huge team effort and all questions have been answered to date.
- Deferred Revenue project is in process.
- Prior CFO's practice: Drawdowns moved into a deferred revenue category at end of each month, but not cleared out once deposit received / correcting entry wasn't made. MCCC working w/auditors to make prior year correcting entries to deferred revenue.

Report reviewed with no questions

**4. Balance Sheet Comparative YTD – 3 Month Glance 07312024**

- Accounts Receivable: prior-year adjustments made, which affects AR going forward.

Report reviewed with no questions.

**5. Monthly Revenue and SOFE – All Active Funds 3 Month Glance 07312024**

- Total Salaries & Wages: summer furlough benefits paid in advance. Less staff working in July.

**Mid-Columbia Children's Council**

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[mccheadstart.org](http://mccheadstart.org)



- 6410 Family Recruitment Supplies – Internet ads were paid in full for 12-month period instead of monthly.
- 6830 – Building & Landscape Maintenance – Goldendale flood. Reimbursement from insurance company will amend (reduce) funder- drawdowns. July 2024 reporting will be amended.

Report reviewed with no questions.

**6. Statement of R&E with Budget – FY2023-2024 w/charts 07312024**

- Report is 3-month glance + YTD column.
- Let Collice know if you would like different report layout.

Report reviewed with no questions.

**7. Credit Card Report July 2024**

- Will be reviewed at the August Finance Committee Meeting.

**8. 23-24 HS-EHS Actual vs Budget w/Charts 07312024**

- All category line items over on full agency report will also reflect on individual funder reporting.

Report reviewed with no questions.

**9. 24-25 OPK-OPKPT Actual vs Budget w/Charts 07312024**

- Beginning of new OR state grant year – July 2024-June 2025.

Report reviewed with no questions.

**10. 24-25 ECEAP-Early ECEAP with Budget w/Charts 07312024**

- Beginning of new WA state grant year – July 2024-June 2025.

Report reviewed with no questions.

**11. 23-24 USDA – OR & WA 3 Month Glance 07312024**

Report reviewed with no questions.

**Open Agenda**

- Nov. & Dec. Finance Meeting dates fall upon holidays & closures.
- Nov. 2024 Finance Meeting rescheduled to December 2.
- Dec. 2024 Finance Meeting to January 2.

Adjourned: 4:39pm.

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