



Finance Committee Minutes  
May 29, 2025

**Attending:** Collice Martens, Freddy Gonzalez, Rich Polkinghorn, Dan Blevins, Noelle Hanson

**Minutes** by: Noelle Hanson

**Meeting began:** 4:03 pm

1. **Review & Approve Agenda for 05292025**  
Reviewed Agenda
2. **Finance Committee Meeting Minutes for April 24, 2025**  
Minutes reviewed and accepted
3. **Finance Director's Report**
  - January and February reports need revised. Collice will have them prepared to show changes between the reports to present and then be routed to the Board of Directors.
  - Report reviewed.
4. **Balance Sheet Comparative - 1 Month Glance 03312025**
  - Collice mentioned accounts receivable balance of -\$81,000, due to audit adjustment carried forward from previous management. Rich acknowledged and noted that revenue timing often varies, with some grants requiring spending before reimbursement.
  - Report reviewed.
5. **Monthly Revenue and SOFE – All Active Funds 1 Month Glance 03312025**
  - Report reviewed.
6. **Statement of R&E with Budget – FY2024-2025 w/charts 02282025**
  - Collice inquired about professional contractual services, and Freddy explained that these include mental health consultants, nutritionists,



and training contractors. Accounting will run report and prepare journal entries to re-code Chastain invoices.

- Reviewed report and notes

**7. Credit Card Report March 2025**

Reviewed Credit Card Report

**8. FY2024-2025 HS-EHS Actual vs Budget w/Charts 03312025**

- Reviewed budget versus actual reports for Head Start / Early Head Start and OPK programs, noting that both were tracking at about 4-month year-to-date glances with some variances due to supply cost increases and payroll impacts from vacancies. Freddy explained that while they have 25 job openings, MCCC is purchasing camera systems and disaster preparedness measures, such as fire blankets for families, which is a part of our 5-year goals. Discussed upcoming budget work and noted that while training costs have been over budget due to needs, Accounting will review budget additional \$ to training going forward.
- Report reviewed.

**9. FY2024-2025 OPK-OPKPT Actual vs Budget w/Charts 03312025**

- Reviewed report and notes

**10. FY2024-2025 ECEAP-Early ECEAP with Budget w/Charts 03312025**

- Discussed state budget cuts affecting Early ECEAP pilot programs in Washington state. ECEAP is not affected.
- Reviewed report and notes

**11. FY2024-2025 USDA – OR & WA 3 Month Glance 03312025**

- Reviewed report and notes

Meeting adjourned: 4:40 pm