



FINANCE COMMITTEE MEETING MINUTES

March 14, 2018 (Wednesday) at 5:00 p.m.
Tri-County Regional Planning Commission

I. Approval of Agenda

It was MOVED by C/Austin, SUPPORTED by C/Brixie to approve the agenda. MOTION CARRIED UNANIMOUSLY.

II. Approval of February 14, 2018 Minutes

It was MOVED by C/ Brixie, SUPPORTED by C/Austin to approve the minutes. MOTION CARRIED UNANIMOUSLY.

III. Finance Report for February 2018

The finance report was reviewed by Greg Hoffman.

It was MOVED by C/Austin SUPPORTED by C/Swope to recommend the report be received and placed on file. MOTION CARRIED UNANIMOUSLY.

IV. Budget Revision for FY 2018

Greg Hoffman explained the budget revision is to adjust multi-years of Michigan Regional Prosperity Initiative Grant funding.

There was the discussion of possible line items to fund the Executive Director Consultant Search expense. Hoffman explained that line items may have funds available, but they may not be in the Commission budget or the Indirect Budget, a possible source to pay for the consultant.

The amount of available fund balance was discussed. Hoffman said that fund balance could be decreased and still maintain the 15% of the budget that is the minimum requirement per our policies. (See Fund Balance and Cash Flow Reserves Analysis)

It was MOVED by C/Brixie SUPPORTED by C/Swope to make an amendment to the budget revision to add \$30,000 to Contractual Services line item for Executive Director Consultant search. MOTION CARRIED UNANIMOUSLY.

It was MOVED by C/Swope SUPPORTED by C/Austin to recommend the Amended Budget Revision for FY 2018. MOTION CARRIED UNANIMOUSLY.

V. Preliminary Budget FY 2019

Hoffman reviewed the Preliminary Budget and answered questions. The Membership Dues are the same as this year. They were last increased in FY '16.

It was MOVED by C/Swope SUPPORTED by C/Austin to recommend the Preliminary Budget for FY 2019. MOTION CARRIED UNANIMOUSLY.

- VI. Adjourn
It was **MOVED** by C/Swope **SUPPORTED** by C/Austin to Adjourn. **MOTION CARRIED UNANIMOUSLY.**

*The next meeting of the Finance Committee will be
Wednesday, April 11, 2018 at 5:00 p.m. at the TCRPC Office.*

2018 Finance Committee Attendance

Commissioner	Representing	MEETING DATE											
		1/10	2/14	3/14	4/11	5/9	6/13	7/11	8/8	9/12	10/10	11/7	12/5
Christine Barnes	Eaton County	N/A	N/A	X									
Peter Spadafore	City of Lansing, Council	N/A		X									
Chris Swope	City of Lansing	N/A	X	X									
Adam Stacey	Clinton County Board of Commissioners	N/A											
Gail Watkins	Clinton County Road Commission	N/A	X	X									
Kent Austin	Eaton County Board of Commissioners	N/A	X	X									
Roger A. Eakin (Chair)	Eaton County Board of Commissioners	N/A	X	X									
Julie Brixie	Ingham County, Meridian Charter Twp.	N/A		X									
Randy Schafer	Ingham County Board of Commissioners	N/A	X										

Others in attendance

1/10/2018: Meeting was attended by members appointed in 2017; TCRPC Staff: James Snell and Greg Hoffman

2/14/2018: TCRPC Staff: James Snell and Greg Hoffman

3/14/2018: TCRPC Staff: James Snell and Greg Hoffman