

Date of Meeting:	April 13, 2010
Location:	Youth Services Center
Type of Meeting:	Fiscal/Sustainability Work Group
Present:	Brian Baxendale, Julie Bourne, Nichole Christoph, Tammy Foster, Randy Joiner, Curtis Mooney
Minutes completed by:	Nichole Christoph

Welcome and Introductions

Mr. Joiner welcomed everyone to the meeting and called it to order at 4:15.

Approval of minutes

The minutes from the March 2010 meeting were approved as presented.

Budget update

Mr. Baxendale presented a budget report for the period ending March 31, 2010 which is six months into year five. To date the program has expended 49% of the budget. Dr. Mooney asked if the program would end the year in the black. Ms. Pettway answered that the program has to operate within the budget and must end in the black. Dr. Mooney then asked if there would be enough funds to roll over into the no cost extension. Ms. Pettway answered that there would not be enough to make that feasible. Ms. Pettway stated that she felt moving staff to the new grants has had a positive impact on the budget however; each line item will need to be trimmed back for year six.

Ms. Pettway suggested that the group look at the reapplication for year six at the next meeting to determine what changes need to be made to the budget.

Stipend procedure

A draft stipend procedure was distributed to the group along with flex fund procedures. Mr. Joiner stated that he would like to get input on the information to bring back to the next meeting for a final version. It was determined that previous meeting minutes did not indicate that anything had been formally approved. The group agreed that both procedures should be brought before the board for finality. Mr. Joiner will have a draft to present.

The meeting was adjourned at 4:45 pm.