

MINUTES

FINANCE COMMITTEE MEETING

June 8, 2011

Present: Bonnie Weber, Sherry Collins, Judy Cross, Denise King, Dale Wexell, Jerry Smyder, Linda Lewis, Rusty Wigg, Ruth Sprague, and Kathy Stickler, Partner of Mengel, Metzger, and Barr (Auditors)

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Kathy Stickler presented the preliminary draft of the STLS audit for our review and discussion. STLS received a clean opinion. The auditors will continue to work with our Business Manager, Linda Lewis in preparing for the yearly audits.

Kathy commented that Linda needs more confidence in herself, but that she did an excellent job.

Committee members discussed the procedures for trustee audit of purchase orders and bills prior to checks being printed and signed. In addition, Sherry documented the steps in the STLS process for expending funds, from getting a purchase order approved through seeing that payment has been mailed.

The Advocacy Committee has finished their brochure and will contact several sources for printing costs. They will report to the Finance Committee next week.

We will meet next week on Thursday, June 16 to discuss the final draft of the purchasing policy and obtaining quotes on STLS insurance package.

Respectfully submitted,

Ruth Sprague