

FINANCE COMMITTEE MINUTES
Wednesday, December 6, 2023

PRESENT	Brian Henry Brian Halstead Debra Jackson Rosemarie Kraeger Greg Lynch Deanna McLaughlin J. Clarke Orzalli Kyle Fairbairn	Missouri Commissioner Nebraska Commissioner New York Commissioner Rhode Island Commissioner Washington Commissioner Tennessee Commissioner Massachusetts Commissioner Military Impacted Schools Association Ex-officio	Committee Chair
EXCUSED	Dale Brungardt Terrance McCaffrey Douglas Ragland	Kansas Commissioner Florida Commissioner Alabama Commissioner	
STAFF	Cherise Imai Lindsey Dablow Darren Embry Samantha Nance Jordan Artrip	Executive Director, MIC3 Training and Operations Associate, MIC3 General Counsel General Counsel General Counsel	

ITEM 1 – CALL TO ORDER

- The meeting was called to order at 11:02 AM ET by Treasurer and Chair Brian Henry (MO). Roll call was conducted by Executive Director Cherise Imai. A quorum was established.
- Chair Henry stated he would commence the meeting however he would turn the agenda over to Chair-Elect Greg Lynch under New Business and to adjourn the meeting.

ITEM 2 – APPROVAL OF THE AGENDA

- Commissioner Rosemarie Kraeger (RI) moved to approve the agenda. The motion was seconded by Char-Elect Greg Lynch (WA). The motion carried.**

ITEM 3 – APPROVAL OF THE MINUTES

- Commissioner Brian Halstead (NE) motioned to approve the minutes from September 27, 2023. The motion was seconded by Commissioner Kraeger. The motion carried.**
- Commissioner Deanna McLaughlin (TN) asked for the minutes, item #20, to be amended from “In counties, budgets come from taxes, and it is over, that usually means a tax increase. In the county, if the budget is over the amount, they will go back to the budget and decrease the line items,” to “In cities, budgets come from taxes and if it is over, that usually means a tax increase. In the county, if the budget is over the amount, they will go back to the budget and decrease the line items.”
- Commissioner Halstead amended his motion to reflect the minutes to be adopted with the amendments. The motion was seconded by Commissioner Kraeger. The motion carried.**

ITEM 4 – REPORTS

6. **Annual Business Meeting (ABM) Reimbursements** – ED Imai reported most reimbursements have been processed and there weren't any unique submittals that required the Committee's review at this time.
7. **Open Records Requests** – ED Imai reported an Open Records request was received in early September by Commissioner Deanna McLaughlin (TN). All items were provided except for one item, "Detailed Reports from FY2021-2024", which required additional processing time by CSG Accounting. Once the 105-page report was received from accounting, the document was sent to the state on September 27th. This closes this item request. ED Imai reported a second request was received from Commissioner McLaughlin on November 20th requesting the 2024 Annual Business Meeting hotel contract. As part of the review process, the request was sent to General Counsel for review. Once approved, a cover letter and the document were provided to the state on November 27th. This closes this item request. Copies of the requested documents were provided, according to Commission protocol, to the Finance Committee for their awareness.

ITEM 5 – NEW BUSINESS

8. **2024 ABM Discussion** – Chair Henry stated the Committee was asked by the Commission at the recent ABM to discuss and make a recommendation on whether the 2024 meeting should continue to be held in-person or in a different format. He stated the Commission was required to hold an annual meeting Training and Operations Associate Lindsey Dablow reviewed the 2019-2023 cost analysis which included budget and expense data.
9. Several Members expressed holding the meeting in person was important as it allowed interaction amongst new and seasoned commissioners– especially as nearly half the commission was comprised of new Members. They highlighted the ability to share information and seek feedback from colleagues was valuable. A virtual format, while it was cost-effective, did not allow for interactions, and it was agreed engagement was less than ideal online. Commissioner McLaughlin expressed while she valued the in-person meetings, it was important to ensure the organization adhere to the budget, and moving to every other year should be considered.
10. A majority of Members were in favor of holding the 2024 Annual Business Meeting in person. Chair Henry thanked Members for the good discussion and stated Chair-Elect Lynch would present the recommendation to the Executive Committee at their meeting on the 8th.
11. **Chair Henry relinquished the meeting to Chair-Elect Lynch.**
12. **Potential Finance Committee Goals & Operating Principles** – Commissioner Lynch reviewed the potential Committee Goals and Operating Principles, which included obtaining data on the committee on a general understanding of budgets and finance, and CSG/the Commission's financial practices. Due to time constraints, the Committee did not have ample time to provide feedback, and Chair-Elect Lynch noted all Members were not present. Therefore, he asked staff to administer the survey to the Finance Committee and the results would be shared at the next meeting.

ITEM 6 – OLD BUSINESS

11. **FY2023 Audit** – ED Imai reported auditor Blue & Co has commenced the audit. Under the current process, the final report would be provided to the Committee for review and approval once it is received.

ITEM 7 – ITEMS FOR THE EXECUTIVE COMMITTEE

12. **Items for the Executive Committee** – Members did not bring forth any items for the Executive Committee.

ITEM 8 – OTHER BUSINESS AND ANNOUNCEMENTS

13. **2024 Committee Assignments and Meeting Dates** – ED Imai thanked Members for completing the annual committee preference survey which closed on November 21st. The data was provided to Chair Singleton who will appoint commissioners and ex-officio members to their committee assignments.

14. ED Imai reported the next Compact 101 training was scheduled for December 15, 2023, at 2:00 PM ET.

ITEM 9 – ADJOURNMENT

15. **With no further business to conduct, Commissioner Kraeger motioned to adjourn the meeting. Commissioner Henry seconded the motion. The motion carried. Chair-Elect Lynch adjourned the meeting at 12:15 PM ET.**