



FINANCE COMMITTEE MINUTES
Wednesday, September 25, 2024

Table with 4 columns: Category (PRESENT, EXCUSED, STAFF, GUESTS), Name, Title, and Role. Lists attendees like Greg Lynch (Washington Commissioner, Chair) and staff members like Cherise Imai (Executive Director).

ITEM 1 – CALL TO ORDER

1. The meeting was called to order at 11:00 AM ET by Treasurer and Committee Chair Greg Lynch (WA). The roll call was conducted by Executive Director (ED) Cherise Imai. A quorum was established.

ITEM 2 – APPROVAL OF THE AGENDA

2. Commissioner Brian Halstead (NE) motioned to approve the agenda with an amendment to add a position paper submitted for review by the Training Committee. The motion was seconded by Commissioner Brian Henry (MO). The motion carried. The amended agenda was approved with the amendment to include the Training Committee’s position paper.

ITEM 3 – APPROVAL OF THE MINUTES

3. Commissioner Halstead motioned to approve the minutes from August 28, 2024, seconded by Commissioner Dale Brungardt (KS). The motion carried.

ITEM 4 – REPORTS

4. CSG Employee Health Benefits – ED Imai reported the Council of State Governments (CSG) had originally anticipated an increase of 29% in employee health benefits before the amount was lowered to 18% and then 12%. She was happy to announce that the final amount was lowered to 8% and the full increase in costs would be absorbed by the employer. The increase in benefit costs would begin January 2025.

5. **Educational Management Solutions Report** – Chair Lynch reported Educational Management Solutions (EMS) completed the operational and staff assessment that was ordered by the Executive Committee (EXCOM) and welcomed Mr. Fred Corn and Mr. Luis Montelongo to the meeting. Mr. Corn provided an overview of the final report, discussing the assessment sections: organizational structure and systems of the Commission; the Commission's relationships with external support organizations; staff development and internal structures; internal equity alignments; external market analysis; and maintenance of Commission practices. He provided recommendations for the Commission to consider as outlined in the report and discussed them with the members, then answered questions and clarified details. The final report would be presented to the full Commission at the Annual Business Meeting (ABM).

ITEM 5 – NEW BUSINESS

6. **FY2024 Audit** – ED Imai reported the fiscal year (FY) 2024 audit was clean and there were no significant findings. The audit would be reviewed at the ABM; however, the final report would not be ready until December and so it would not be printed in the docket book.

ITEM 6 – OLD BUSINESS

7. **Future ABM Format: Commissioner Poll** – ED Imai reported the national office researched applications and web services that could be used to poll large audiences in a live setting that allowed active results. The best option that the EXCOM approved was a company called Poll Everywhere, with a one-time fee of \$1,000 to use for the event and test out the software and features. Commissioner Halstead stated he thought it was an excellent idea.

8. **FY2026 Amended Budget** – ED Imai reviewed the FY2026 budget that had been approved by the EXCOM and stated the budget had to be amended due to staff benefits that were incorrectly listed along with some ABM expense modifications. Accounting associates from CSG reviewed the budget line items with ED Imai and confirmed that the FY2026 budget was now accurate.

9. **Commissioner Nickolas Sojka (NC) motioned to approve the amended budget. Commissioner Debra Jackson (NY) seconded the motion. The motion carried.** Chair Lynch stated the final budget would be sent to the EXCOM for final approval before the ABM.

10. **FY2027-2034 Projected Dues and Budget** – Chair Lynch reviewed the projected dues and budget for FY2027-2034 that were calculated using a 5% Consumer Price Index (CPI) rate and approved by the Committee in August. The EXCOM requested to see the projected dues and budget using a 4% CPI rate instead to determine if the numbers were still sustainable for the five-year plan. Chair Lynch introduced the recalculated numbers at the 4% CPI rate. The members agreed that the 4% dues and budget would be ideal to present to the EXCOM and full Commission instead of 5%. The new FY2027-2034 Projected Dues and Projected Budget documents would be included in the ABM docket book.

ITEM 7- OTHER BUSINESS AND ANNOUNCEMENTS

11. **Items for the Executive Committee** – No items were received for the EXCOM.

12. Chair Lynch reminded members the next meeting date following the ABM was November 20, 2024.

ITEM 7 – ADJOURNMENT

13. **Commissioner Brungardt motioned to adjourn the meeting. Commissioner Sojka seconded the motion. The motion carried.** The meeting adjourned at 12:17 PM ET.