**Smart Start of Forsyth County Finance Committee Meeting Minutes Wednesday, October 20th, 2021**

**8:30 a.m. – 9:30 a.m.**

**via ZOOM URL:** [**https://us02web.zoom.us/j/84225811913**](https://us02web.zoom.us/j/84225811913)

**Members Present via ZOOM:** **(Chief Executive Officer of Smart Start of Forsyth County) Louis Finney Jr., (Finance Committee Chair) Bennett Bruff, (Finance Committee Member) Ariel Hickman, (Finance Committee Member) Mark Flowers, (Finance Committee Member) Joan Troost**

**Members Absent: (Finance Committee Member) Diana Santos-Johnson**

**Staff Present via ZOOM: (Finance Specialist) Malcolm Moses**

**Call to order:**

The Finance committee meeting was called to order by (Finance Committee Chair) Bennet Bruff at 8:33 a.m. and establish a quorum.

**Review and Adopt Agenda:**

A motion was made to adopt the agenda by (Finance Committee Member) Ariel Hickman. The motion to adopt the agenda was seconded by (Finance Committee Member) Mark Flowers. All Finance Committee members present voted unanimously to adopt the agenda. Motion Passed.

**For Committee Action**

1. Approval of October 20, 2021, Finance Committee Minutes – attached

**For Committee Review, Discussion, and Acceptance**

1. October 2021 Finance Summary, Preliminary and Unaudited– attached
2. October 2021 Treasurer’s Report, Preliminary and Unaudited – attached

**Intro of Visitors and opportunity for public: None Public Visitors: None**

**Public Comment: None**

**Minutes:**

A motion was made to accept the October 2021 Finance Committee meeting minutes by (Finance Committee Member) Joan Troost. The motion to accept the October 2021 Finance Committee meeting minutes was seconded by (Finance Committee Member) Ariel Hickman.

**Treasurer’s Report October 2021 (CEO of Smart Start of Forsyth County) Louis Finney Jr. and (Finance Committee Chair) Bennett Bruff**

(Finance Specialist) Malcolm Moses updated the Finance Committee after reviewing of funds are overspent in administration, look to reversion funds back from NCPC to offset the overspending. (Finance Specialist) Malcolm Moses no changes have been made with subcontracted services. We haven’t had any personnel to use the NCPK CCDF funds due to new hires just starting. (Finance Specialist) Malcolm Moses gives update on CCHC funds and spoke about the remittance and reversion of funds.

(Finance Committee Chair) Bennet Bruff asked about CCHC reimbursement, (CEO of Smart Start) Louis Finney states that it’s a new grant this year and the state waits till we spend the funds. We also received a new grant Pre School Development grant and its also reimbursement of funds used. (Finance Committee Chair) Bennet Bruff asks about the spending of program income and private gift and grants. Also, about the PPP loan usage and when funds will be paid back. (Finance Specialist) Malcolm Moses and (CEO of Smart Start) Louis Finney state we will meet the same week. (CEO of Smart Start) Louis Finney asked (Finance Committee Chair) Bennett Bruff about applying for forgiveness.

A motion was made to approve the September 2021 Treasurer’s Report and Finance Summary by (Finance Committee Member) Mark Flowers. The motion to approve the Treasurer’s Report was seconded by (Finance Committee Member) Joan Troost. All Finance Committee Members present voted unanimously to approve the Treasurer’s Report.

**Other**

(CEO of Smart Start) Louis Finney states CFO will start on November 5th and receiving new grants and funds for next month.

Meeting date was changed to accommodate (Finance Committee Chair) Bennett Bruff due to him having a schedule conflict with prior obligations. November 19th Friday

**Adjourn**

The motion to adjourn the Finance Committee meeting was made by (Finance Committee Member) Ariel Hickman. The meeting adjourned at 8:53 a.m.