**Smart Start of Forsyth County Finance Committee Meeting Minutes Wednesday, December 15th, 2021**

**9:00 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., (Chief Finance Officer or Smart Start of Forsyth County) Thomas Long, (Finance Committee Chair) Bennett Bruff, (Finance Committee Member) Ariel Hickman, (Finance Committee Member) Mark Flowers,**

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

**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 9:10 a.m. and establish a quorum.

**Review and Adopt Agenda:**

A motion was made to adopt the agenda 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 November 15, 2021, Finance Committee Minutes – attached
2. NCPC Reversions - attached

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

1. November 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 November 15, 2021, Finance Committee meeting minutes by (Finance Committee Member) Mark Flowers. The motion to accept the November 2021 Finance Committee meeting minutes was seconded by (Finance Committee Member) Ariel Hickman.

**NCPC Reversion Funds (CEO of Smart Start of Forsyth County) Louis Finney Jr.**

(CEO of Smart Start) Louis Finney gives the committee an overview of NCPC rewarding SSFC an addition of approximately $417,000 in reversion funds. The funds must be used within the fiscal year of 21-22, these funds cannot be carried forward. Including scholarships and stipend in for centers to assist and provide them with maintenance and supplies. (Finance Committee Chair) Bennett Bruff asked about being able to spend the funds, Louis stated it may be challenging to spend.

A motion was made to approve the December 2021 NCPC Reversion Funds by (Finance Committee Member) Mark Flowers. The motion to approve the NCPC Reversions Funds was seconded by (Finance Committee Member) Ariel Hickman. All Finance Committee Members present voted unanimously to approve the Reversions Funds.

**SSFC FY22-23 Budget (CEO of Smart Start of Forsyth County) Louis Finney Jr.**

(CEO of Smart Start) Louis Finney gives the committee an overview of budget of the NCPC rewarding SSFC in FY 2022-2023. Give us the financial service funds back, but we will continue to use the financial accounting service. Prorating the 146k increase, the total increase 230K will be likely this budget year. Questions or concerns from the committee.

A motion was made to approve the December 2021 NCPC Reversion Funds by (Finance Committee Member) Mark Flowers. The motion to approve the NCPC Reversions Funds was seconded by (Finance Committee Member) Ariel Hickman. All Finance Committee Members present voted unanimously to approve the Reversions Funds.

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

(CEO of Smart Start) Louis Finney shows that we should be at 42% of spending at this time of the year. Speak about DPIL funding and how we are allocating the funds for personnel and advertising. CCHC is a reimbursed grant and making sure payments are in on time to get refunds. (CEO of Smart Start) Louis states exhausting the use of grants that are old.

Upon the next meeting the addition grants of Family Engagement and KBR grant. (Finance Committee Member) Mark asked about overall concerns, (CEO of Smart Start) Louis doesn’t have any specific concerns. He wants to spend the older grants before using any new funds.

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

**Other**

Malcolm makes committee aware of new meeting dates and look for invite to be sent via email.

**Adjourn**

The motion to adjourn the Finance Committee meeting was made by (Finance Committee Member) Ariel Hickman. The meeting adjourned at 9:34 a.m.