

**Financial Committee Meeting
February 23, 2017**

Present

Rev. Curtis Crumpecker
Cynthia Eckelkamp
Jenny Wallach
Dr. Julia Hampton, Board President

Staff

Kristin Firle
Robin Bradford

The Finance Committee Meeting was called to order at 9:05 am by Curtis Crumpecker at Jefferson Franklin Community Action Corporation, 1020 Plaza Court Ste. B, St. Clair, MO 63077

A motion to approve the January 2017 minutes was made by Cynthia Eckelkamp, seconded by Jenny Wallach. There were no abstentions or no votes. Motion carried.

January 2017 Financial Statements & Reports:

Kristin reviewed the financial statements. Kristin explained the difference between ECIP Utilicare and ECIP. Utilicare is required to be spent out before regular ECIP/LIHEAP (winter clients' services only). Donations are up. The Grants we have right now are guaranteed grants. It will be future funding that may change due to Federal and State budget cuts. Kristin will keep the Finance Committee and the Board updated on any funding changes. **A motion to approve the January 2017 Financial Statements as presented was made by Jenny Wallach, seconded by Cindy Eckelkamp. There were no abstentions or no votes. Motion carried.**

FY2016 Agency Audit:

The Auditors came last Thursday. There were a few suggestions regarding check signing. The signature stamps need to be kept in a locked box in separate places. The new policy will be one stamp will be kept in Diana's office and one in Michelle's office. There are four signatures, Jill, Paulette, Kristin and Julia, authorized. **A motion to approve the new policy was made by Cindy Eckelkamp, seconded by Jenny Wallach. There were no abstentions or no votes. Motion carried.** Kristin will take Finance Committee minutes to the Auditor.

New items:

Cindy asked about startup funds for the 10 in 5. Kristin explained that the 10 in 5 won't all happen in one year and researching funding opportunities will include requesting startup funds. It will take the committees coming together with Stephanie and finding the sources for startup money to get going. Suggestions were made to for fundraising for specific things to go with the 10 in 5, such as transportation for kids, etc. Fraternal Organizations (Moose, Elk, Lions, etc.) donate back to their communities and they would be a good resource to check into. Another suggestion was to make the 50th Anniversary celebration in conjunction with a fundraising event, for one or two of the 10 in 5, one in each county.

Getting our name out in the community is important to be successful in any fundraising. There are three areas in Franklin County that we could put news releases in, free of charge if stated as a "News release". Suggested were New Haven Leader, Sullivan (Independent News), and the Missourian (Emissourian). Karen Cernich at the Missourian would be a good resource for news release or articles for Franklin County. The Missourian, the biggest newspaper in Franklin County, does a people section on the front page. It would be a great idea to get her to focus on one of the things we provide or have in the works. The editor of the Sullivan Independent News would also be someone for Jill to make an appointment to talk to.

There is a Homeless Awareness event being held at Union High School football field on April 21, 2017. The website is <http://theroadhomeevent.com>. It was suggested that the Agency should get The Missourian delivered and someone should, as part of their job description, monitor local newspapers. Kristin will look into a subscription to The Missourian.

There is a grant writing workshop at Scenic Regional Library in April.

**Motion to adjourn was made by Cindy Eckelkamp, seconded by Jenny Wallach. Motion carried.
Meeting was adjourned.**

Respectfully submitted by,

Robin Bradford
Corporate Secretary