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**MINUTES Agenda – October 21, 2023**

**District 5130 Budget and Finance Committee Meeting Agenda**

**Zoom Meeting**

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| Chairperson: | Dustin Littlefield |
| Present: | |  | | --- | | Jim O’Grady; Kristine Redko; Tom Boylan; Michael Murray; Darren Patterson; Carol Martin | |
| Absent: | Jennifer Strong; Klark Swan |
| Guests: | Jack Strange |
| Recorder: | District Secretary Mary Crumley |

Meeting began: 9:07 AM

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| --- | --- | --- | --- |
| **Agenda Item & Presenter:** | **Topic** | **Conclusion/Action** | **Follow-up**  **Responsible Person and Date** |
| Welcome | Call meeting to order/Welcome and introduction of guests | Jack Strange |  |
| Action Item 1.  Revised Budget for 2023-24  *Tom Boylan*  *Carol Martin* | Review and approve updated Budget which President group approved on Sept 19, 2023.   1. Budget (Boylan) 2023-24 - #2   Ken Moulton Leadership Academy is on pause this year. Looking for someone to take this on.  Dist Conference 2024 may move to Sally Tomatoes. This should save appx 3K | M. Kristine Redko  S. Michael Murray  Pass: 100% |  |
| Action Item 2  Financial Reports  *Carol Martin* | Review and approve financial reports:   1. Draft 9/30/23 financials 2. Accounts Receivable - 2 clubs owed dues 3. Event deposits 4. Accounts Payable 5. P&L in Total & by Class 6. P&L Budget to Actual 7. Youth Exchange draft 9/30/23 financials with budgets | M. Michael Murray  S. Tom Boylan  Pass: 100% | \*Invite a member of District YE committee (Mark or representative) to attend the January 2025 meeting and provide more detailed info on RYE financials |
| Discussion Item 1  *Carol Martin* | Update on situation with Dept of Justice – Registry of Charitable Trusts | Progress is being made. Senator Mike McGuire is involved. |  |
| Discussion Item 2  *Carol Martin* | Report from Financial Oversight Committee – 08-19-23 (chaired by Kathy Flamson) | Discussed the processes used by the Financial Oversite Committee (formally Audit Committee) |  |

FOLLOW UP:

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| --- | --- |
| **Item** | **Owner/Due Date** |
| 1. Request a member of the District YE (Mark or representative) to attend the January 2025 meeting and provide more detailed info on RYE financials | Carol Martin or Tom Boylan to contact Mark McGowan |
|  | |

Meeting Adjourned:10:01

M: Kristine Redko

S: Jim O’Grady

Passed:100%