



NAPEBT

Serving Those Who Serve the Public

NAPEBT Finance Committee
August 12, 2019, 11:00 am
Lone Tree Room 201 and Conference Call
Call-in number 1(877)820-7831
Participant code – 365739#

Agenda

1. Approval of July minutes
2. Monthly Financial Statement Review – Lori & Garrett will present:
 - a. Financial Statement – June
 - b. Financial dash board – June
3. Budget Procedure – Review version 4
4. Efficiencies & internal control discussion for monthly contribution payments:
 - a. Implement an internal process for each member to ensure a review of the information has been completed and amounts have been verified prior to submitting to AT.
 - b. Consider standard format/form to be completed by each member that contains census and enrollment information to accompany monthly contribution payment. (Sample)
 - c. Cross-train/have back up identified for monthly contribution payment process, as well as document each member's process. Is this a good opportunity to pull these individuals together?
 - d. Consider sending payments via ACH to the NAPEBT account. Funds will be deposited faster and less concern about lost or stolen checks.
5. Audit update
6. NAPEBT meeting 8/22/19:
 - a. Lori will present June Financials
 - b. Mike will present Capitalization Policy
7. Future Agenda items:
 - a. Investments – need to renew contract, review investment conditions again in October
 - b. Project Calendar
8. Future Meetings:
September 9, 2019, 11:00 am
October 14, 2019, 11:00 am
November 11, 2019, 11:00 am – holiday - reschedule?
December 9, 2019, 11:00 am

- Rick Tadder, City of Flagstaff
 - Shannon Anderson, City of Flagstaff
 - Scott Walmer, FUSD
 - Ginger Stevens, FUSD
 - Jami Van Ess, CCC
 - Isabella Zagare, CCC
 - Lauree Battice, NAIPTA
 - Jeanie Confer, Accommodation
 - Lori Jundt, Ashton Tiffany
 - Garrett Mahoney, Ashton Tiffany
 - Mike Townsend, Coconino County
 - Amy Girardo, Segal
 - Nura Patani, Segal
- Cc – Malory Esquibel, Ashton Tiffany