



NAPEBT

Serving Those Who Serve the Public

NAPEBT Finance Committee Minutes

September 10, 2018

Agenda

1. August minutes - **Approved**
2. Monthly Financial Statement Review – **Lori & Garrett shared the July financial statements electronically and Garrett reviewed the dashboard with the committee. More information is still needed to determine if a FY 19 Budget adjustment is needed. This is targeted for October before the first quarter report goes to the NAPEBT Board in November.**
3. Investment policy – **NAPEBT Board approved the investment policy at the September meeting.**
4. Capitalization policy – **Continued discussion regarding capitalization threshold and committee decided to leave it at the current \$1,000, with clarification of per individual item, and a useful life of 3 or more years. Also, the committee decided against adding a stewardship inventory list. Rick Tadder lead the group through the remainder of the draft and will incorporate changes and bring back to the next meeting for review.**
5. Future Agenda items:
 - a. FY 18 Audit
 - b. FY 19 Budget Adjustment – **October Meeting**
 - c. Budget Procedure – **The committee highlighted a few components for the budget procedure including budget management, budget adjustments, and budget process including timelines. Nura explained that Segal is adjusting planning spreadsheet to align with financial statements and will share a preliminary draft with assumptions in October. Discussion to continue at the October meeting**
 - d. Reconciling employee census counts with vendors - **Schedule a special meeting to discuss reconciling employee counts for BCBS, Baker Tilley, Deer Oaks, & Vera.**
 - e. Project Calendar
6. Next meeting - **October 8, 2018, 11:00 am**

Present:

Rick Tadder, City of Flagstaff
Scott Walmer, FUSD
Jami Van Ess, CCC
Isabella Zagare, CCC
Bonny Lynn, Coconino County
Lauree Battice, NAIPTA
Garrett Mahoney, Ashton Tiffany
Nura Patani, Segal

Not Present:

Mike Townsend, Coconino County
Amy Girardo, Segal
Lori Jundt, Ashton Tiffany
Jeanie Confer, Accommodation
Ginger Wischmann, FUSD
Shannon Anderson, City of Flagstaff