



INTERSTATE COMMISSION FOR JUVENILES
Finance Committee Meeting

Minutes
January 25, 2011
11:00 a.m. EST

Committee Members in Attendance:

1. Lisa Bjergaard (ND) Chair
2. Dennis Casarona (KS) Treasurer
3. Susan Burns (DE)
4. Shelley Hagan (WI)
5. Alicia Ehlers (ID) Ex-Officio

Committee Members Not in Attendance:

1. Paul Gibson (KY)
2. Damian Seymour (DE)

Guests in Attendance:

None

ICJ Staff in Attendance:

1. Harry Hageman, Acting ICJ Executive Director
 2. Jack Branum, Project Manager
 3. Jimmy Frazier, MIS Project Manager
 4. Emma Goode, Administrative and Logistics Coordinator
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Call to Order

Chair Bjergaard called the meeting to order at 11:04 a.m. EST.

Roll Call

H. Hageman called the roll. Five of the seven members were present. Four of the five *voting* members were present, establishing a quorum. Chair Bjergaard welcomed new Committee member S. Burns to her first meeting. At the request of the Chair, all attendees introduced themselves and provided a brief overview of their respective ICJ roles.

Agenda

Chair Bjergaard requested a motion to approve the agenda. **S. Hagan (WI) made the motion to approve the agenda as presented, S. Burns (DE) seconded. The motion passed.**

Minutes

Chair Bjergaard requested a motion to approve the minutes. **D. Casarona (KS) made the motion to approve the minutes of December 7, 2010, S. Hagan (WI) seconded. The Committee approved the minutes as presented.**

Discussion

Budget Update

- H. Hageman reported the FY '11 Budget to be healthy. He noted that December 31, 2010, completed fifty percent of the fiscal year with fifty-one percent of the annual budget expended. The higher expenditures reflect one-time line items such as the 2010 ABM, bench book, and Rules Committee onsite meeting paid in the first quarter.
- To date the National Office has received FY '11 dues from all member states except the Virgin Islands.
- The Committee reviewed and agreed with the updated budget as presented.
- Chair Bjergaard highlighted the insurance increase to be a result of the election of family health care plans by the new employees.
- H. Hageman detailed the budget impact of the proposed ICJ National Office relocation. The office relocation is a result of the proposed relocation by the ICAOS National Office. The relocation will allow the two Commissions to continue sharing invaluable resources in a maintained facility with increased square footage and a designed-to-suit floor plan. The budget line item rent will increase \$154/month for the length of the five-year lease.
- D. Casarona (KS) summarized that the continued sharing of tangible and non-tangible resources with ICAOS benefits ICJ and avoids future soft costs making the monthly increase negligible.
- H. Hageman reported the Executive Committee has voted in favor of the relocation. All parties are in the final stages of lease negotiations and the move could occur as soon as mid-March.

Old Business

There was no old business.

New Business

There was no new business.

Adjourn

Chair Bjergaard noted the next meeting date to be February 22, 2011 at 11:00 a.m. EST and adjourned the meeting by acclamation at 11:27 a.m. EST.