

**Interstate Commission for Juveniles  
Finance Committee Call  
8/25/2009**

**In Attendance:**

- 1) Lisa Bjergaard (ND) Commissioner, Committee Chair
- 2) Dennis Casarona (KS) Commissioner, Treasurer
- 3) Paul Gibson (KY) Commissioner
- 4) Gloria Soja (MT) Designee
- 5) John Mountjoy, CSG
- 6) Crady deGolian, CSG

**Absent:**

- 1) Michele Holden (DE) Designee
- 2) Beth Meng (LA) Commissioner
- 3) Susan Morris (OK) Commissioner

- Crady deGolian called the roll. Four of seven Committee members were present, ensuring there was a quorum.
- Paul Gibson motioned to approve the minutes from the 7/21/09 Committee call.
  - Dennis Casarona seconded the motion and it carried.
- Chair Bjergaard asked John Mountjoy to present the proposal he developed concerning CSG's continuing staff support to the Commission.
  - John noted that the one area that is not covered by the MOU is temporary staff support provided by CSG.
    - The proposal developed by John addresses temporary staff support prior to the Commission hiring a full time staff.
    - John also noted that the proposed figures are caps. He thought it was possible that CSG's time may be less than what is budgeted for.
  - Treasurer Casarona asked John to discuss if the indirect costs charged by CSG are built into the bottom line figure.
    - John noted that the indirect costs are included in the bottom line.
    - Dennis asked John if he could list the indirect costs on a separate line item. John agreed to do so and will circulate an updated version to the Committee.
  - Paul Gibson also asked how CSG would bill the Commission.
    - John noted that it would not be a flat fee. Instead time would be billed appropriately on an hourly basis.
  - Paul Gibson motioned to accept CSG's proposal as amended and Dennis Casarona seconded. The motion carried and Chair Bjergaard agreed to present the motion during the next Executive Committee call.
- Treasurer Casarona next outlined the changes he made to the budget.
  - Dennis noted that he is continuing to update the budget and presented his most recent set of changes.
    - Dennis noted that these changes include the proposal outlined above by John Mountjoy.

- Dennis also discussed developing a reserve fund. He did not think it would be wise for the Commission to expend all its funds during the current fiscal year.
  - Paul Gibson asked if any money not spent during the current fiscal year will be added into the reserve fund.
    - Dennis noted that it would be
- Treasurer Casarona next discussed the timing of the Annual Business Meeting.
  - He thought it may be beneficial to change the date of the Annual Meeting so that it corresponds more closely to the beginning of the fiscal year.
    - Dennis stated that changing the date would make it easier to develop and maintain the budget throughout the year.
  - The Committee agreed with this suggestion and will pass it along to the Executive Committee for their consideration.
- Chair Bjergaard noted that the next Finance Committee call is scheduled for 9/22/09.
  - Hearing no additional old or new business, Chair Bjergaard adjourned the call.