



INTERSTATE COMMISSION FOR JUVENILES

Finance Committee Meeting *Minutes*

January 21, 2014
11:00 a.m. EST

Committee Members in Attendance:

1. Shelley Hagan (WI) Chair
2. Phillip Cox (OR) Treasurer
3. Pat Pendergast (AL) Designee
4. Summer Foxworth (CO) Commissioner
5. Alicia Ehlers (ID) Designee
6. Gloria Soja (MT) Ex-Officio

Committee Members Not in Attendance:

1. Sharon Harrigfeld (ID) Commissioner
2. Pat Welcome (VI) Commissioner
3. Jeff Patnode (WA) Commissioner

Guests in Attendance:

None

ICJ Staff in Attendance:

1. Ashley Lippert, Executive Director
 2. Morgan Rhodes, Training and Administrative Coordinator
 3. Emma Goode, Administrative and Logistics Coordinator
 4. Jennifer Adkins, Project Manager
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Call to Order

- Chair Hagan called the meeting to order at 11:03 a.m. EST.

Roll Call

- A. Lippert called the roll. Five *voting* members were present, establishing a quorum.

Agenda

- S. Foxworth (CO) made a motion to approve the agenda. P. Pendergast (AL) seconded. The motion passed.

Minutes

- P. Cox (OR) made a motion to approve the December 17, 2013 meeting minutes. P. Pendergast (AL) seconded. The motion passed.

Discussion

Budget Update

- The Finance Committee reviewed the 2014 budget through December 31, 2013.

Line 5 Dues Assessment

- A. Lippert reported that all dues have been received for fiscal year 2014. She noted that fiscal year 2015 dues invoices will be mailed in April.

Line 42 Annual Meeting

- A. Lippert updated on the final expenses for the 2013 Annual Business Meeting which completed at nine percent under budget.

Line 55 Total Commission Expense

- A. Lippert reported the fiscal year 2014 to be half way completed and the budget is on track at 45.6 percent of budget noting that front-end expenditures have begun to level out.

Line 8 Interest Income

- Chair Hagan questioned the low interest income total for fiscal year 2014 compared to past years. A. Lippert clarified the amount represents the interest earned from the Commission's bank savings account and the decrease is attributed to the lower percentage rate. She recommended the budget item be adjusted in the fiscal year 2016 budget.
- P. Pendergast (AL) questioned how the long term Vanguard investment will be reported. A. Lippert clarified that the monthly statements will be reported to the Finance Committee quarterly as requested beginning in March. The investment figures will be reflected on a separate line item.
- P. Cox (OR) suggested the new line item be titled *investment income*. The Finance Committee concurred.

Old Business

Reimbursing DCAs to attend the Annual Business Meeting

- Chair Hagan updated that the memorandum regarding consideration for the reimbursement of DCAs to attend the annual meeting was forwarded to the Training Committee Chair Marchand as recommended at the last meeting. The Training Committee will discuss at their January 28 meeting.

New Business

There was no new business.

Adjourn

- The next Finance Committee meeting is February 25, 2014.
- **Chair Hagan adjourned the meeting by acclamation at 11:17 a.m. EST.**