



## INTERSTATE COMMISSION FOR JUVENILES

### Finance Committee Meeting *Minutes*

January 26, 2016  
11:30 a.m. EST

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#### **Committee Members in Attendance:**

1. Avery Niles (GA) Chair
2. Jeff Cowger (KS) Treasurer
3. Pat Pendergast (AL) Designee
4. Melanie Grimes (DE) Commissioner
5. Agnes Denson (FL) Commissioner
6. Alicia Ehlers (ID) Designee
7. Sherry Jones (MD) Commissioner
8. Patricia Welcome (VI) Commissioner
9. Mike Lacy (WV) Commissioner
10. Shelley Hagan (WI) Commissioner
11. Jen Baer (ID) Ex-officio

#### **Committee Members Not in Attendance:**

1. Chris Newlin (NCAC) Ex officio

#### **Guests in Attendance:**

None

#### **ICJ Staff in Attendance:**

1. Ashley Lippert, Executive Director
  2. Emma Goode, Administrative and Logistics Coordinator
  3. Shawn Robinson, Training and Administrative Coordinator
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#### **Call to Order**

Treasurer Cowger called the meeting to order at 11:39 a.m. EST.

#### **Roll Call**

A. Lippert called the roll and a quorum was established.

#### **Agenda**

**S. Hagan (WI) made a motion to approve the agenda. M. Lacy (WV) seconded. The motion passed.**

#### **Minutes**

**M. Lacy (WV) made a motion to approve the October 20, 2015 meeting minutes. P. Pendergast (AL) seconded. The motion passed.**

## Discussion

### **FY 2016 Budget Update**

#### *Expenditures*

- Treasurer Cowger presented the 2016 fiscal year budget through December 31, 2015 (fifty percent of the 2016 fiscal year).
- P. Pendergast (AL) questioned four line items whose expenditures showed fifty percent or greater of the budget. A. Lippert clarified the line items are heavy at the beginning of the fiscal year and level out as the year progresses.
  - Line Items 20 & 30 POSTAGE and PRINTING  
Printing and mailing the annual reports
  - Line Item # 24 INSURANCE  
D&O and Liability Insurance premiums
  - Line Item # 26 DIRECT TELEPHONE EXPENSE  
Annual renewal of the contract in October
- A. Lippert updated that the Executive Committee approved a three year contract with the JIDS vendor and a subsequent reduction of \$13,000 to Line Item #53 in FY 2017. Additionally, the three year contract results in a \$15,000 upfront expenditure to the JIDS host vendor (Amazon). The costs of which will be absorbed in fiscal year 2016.

#### *Revenues*

- Treasurer Cowger updated that all fiscal year 2016 dues have been paid to date.
- A. Lippert noted that the fiscal year 2017 dues will be mailed in April as some states prefer to pay before the end of the current fiscal year.

#### *Long-Term Investment*

- Treasurer Cowger acknowledged the correlation of the current volatile stock market to ICJ's long-term investment plan. A. Lippert reported that the quarterly Vanguard Investment Reports are forwarded to the ICJ Finance Treasurer and Chair. The investment continues to be monitored and contributions deposited.

### Old Business

There was no old business.

### New Business

- A. Lippert reported communication with Chair Niles on a draft 2018 fiscal year budget. A proposed FY 2018 Budget will be presented for review by the Finance Committee at the April meeting.

### Adjourn

- The next meeting date is April 26, 2016 @ 11:30 a.m. EDT.
- **M. Lacy (WV) made a motion to adjourn. S. Jones (MD) seconded. Chair Niles adjourned the meeting by acclamation at 11:53 p.m. EST.**