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## South Central Workforce Area

### Finance Committee Meeting Minutes

Tuesday, May 23, 2023 @ 2:00 p.m.

The meeting of the South Central Iowa Local Workforce Development Board Finance Committee was held on May 23, 2023, at 2:00 p.m. via Zoom.

#### **CALL TO ORDER**

Chair Westman called the meeting to order at 2:00 p.m.

#### **ROLL CALL**

**Committee Members Present:** Lindsey Gould, John Hall, Randy Westman

**Committee Members Not Present:** Marc Roe, Steve Salasek, Dillon Smith

**Guests:** Jen Erdmann, Ashley Utt

**Board Staff:** Krista Tedrow – Executive Director, Nicole Krause – Executive Assistant

#### **\*CONSENT AGENDA**

Hall made a motion to approve the consent agenda; approval of 3.21.2023 meeting minutes seconded by Gould. Ayes all, motion carried unanimously.

#### **SERVICE PROVIDER REPORT**

The committee received Service Provider updates for participants.

#### **\*MARCH & APRIL FINANCIAL REPORTS**

Hall made a motion to approve the March and April financial reports as they were presented, seconded by Gould. Ayes all, motion carried unanimously.

#### **BUDGET DISCUSSION**

Committee discussed the Estimated Program Year 2023 funding and draft administrative budget.

#### **PATHFINDERS AUDIT**

There were no compliance issues on the FY21 financial audit back from Forge. There was one significant deficiency regarding internal controls in the check-writing procedure. In the review with Forge, they assured that the deficiencies were common in small non-profits undergoing audits for the first time. They are still finishing the process and have implemented changes to improve the system.

#### **OTHER BUSINESS**

Next meeting is Tuesday, June 20, 2023 at 11:00 a.m.

#### **PUBLIC COMMENT**

There was none.

#### **\*ADJOURNMENT**

Hall made a motion to adjourn, seconded by Gould. Meeting adjourned at 2:35 p.m.