



## **SCA Finance Committee Minutes**

July 26, 2022

9:00 AM

**Meeting held online/telephonically ONLY due to COVID-19 Emergency**

1. Deputy Treasurer Mary Lou Pauly called the meeting to order at 9:05 AM. Present via Zoom were members Carl Cole and Jim Ferrell and SCA staff Brian Parry and Leah Willoughby. Absent were treasurer Jim Wagner and member Amy Ockerlander.

2. Pauly inquired whether anyone from the public wished to give comment. Hearing none, she closed this portion of the agenda.

3. Pauly asked for any questions or concerns regarding the draft minutes of the June 28, 2022 SCA Finance Committee Meeting.

**Ferrell moved, seconded by Cole, to approve the minutes of the June 28, 2022 Finance Committee Meeting. There was no discussion. The motion passed unanimously.**

4. Pauly reviewed for the group the financial reports of May 2022. Willoughby noted the following regarding the reports:

- Accounts Receivable Aging Report correlates with the June 2022 financial reports; sponsorship tracking sheet shows status as of July 22, 2022.
- Staff costs include vacation payout and contract severance payment associated with Executive Director transition.
- 6440 Software costs includes annual Microsoft 365 renewal, which was budgeted for.
- Line 1140 was added for the new investment account, as shown on the balance sheet.

**Ferrell moved, seconded by Cole, to recommend to the SCA Board of Directors approve the June 2022 financial reports, consisting of the June 2022 Balance Sheet and June 2022 Profit & Loss Report. The motion passed unanimously.**

5. Pauly and staff noted sponsor invoices paid since the last meeting of the committee, invoices sent since the last meeting of the committee, and sponsorship payments expected. SCA is on track to be on budget for sponsorship income in 2022

6. Staff reviewed for the committee the draft 2023-2024 office lease contract.

**Ferrell moved, seconded by Cole, to recommend to the SCA Board of Directors approve the draft 2023-2024 office lease contract. The motion passed unanimously.**

7. After discussion, the committee took the following action:

**Ferrell moved, seconded by Cole, to cancel the August 2022 SCA Finance Committee meeting. The motion passed unanimously.**

8. There were no other updates.

9. Pauly encouraged members to attend the SCA Summer Social Event.

10. Pauly adjourned the meeting at 9:14 AM.