



SCA Finance Committee Minutes

February 27, 2024

11:30 AM

Virtual

1. SCA Treasurer Armondo Pavone called the meeting to order at 11:37 AM. Present were Mary Lou Pauly, Regan Bolli, and Dana Ralph, and SCA staff Leah Willoughby and David Hoffman. Absent was member Amy Falcone.

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

3. Treasurer Pavone asked for any questions or concerns regarding the draft minutes of the November 28, 2023 SCA Finance Committee Meeting.

Pauly moved, seconded by Boli, to approve the minutes of the November 28, 2023 Finance Committee Meeting. There was no discussion. The motion passed unanimously.

4. SCA Chief Operating Officer Leah Willoughby briefly reviewed the roles and responsibilities of the finance committee; including structure and format of regular meetings and reports, and role of staff. Willoughby encouraged questions and feedback from members, and noted transparency between SCA staff and the finance committee. Treasurer Pavone asked for any questions or concerns, hearing none.

5. Group discussed schedule for future 2024 SCA Finance Committee meetings.

6. Treasurer Pavone summarized and asked for any questions or comments regarding the financial reports of November 2023, December 2023, and January 2024.

Pauly moved, seconded by Bolli, to recommend to the SCA Board of Directors approval of the November 2023 financial reports, consisting of the November 2023 Balance Sheet and November 2023 Profit & Loss Report ; December 2023 financial reports, consisting of the December 2023 Balance Sheet and December 2023 Profit & Loss Report ; and January 2024 financial reports, consisting of the January 2024 Balance Sheet and January 2024 Profit & Loss Report . The motion passed unanimously.

7. SCA Chief Operating Officer Leah Willoughby reported that staff is working to finalize items to complete 2023 End of Year reports and will continue to update the committee.

8. Executive Director David Hoffman summarized Member City Dues invoices paid and outstanding.

9. Treasurer Pavone noted sponsor invoices paid since the last meeting of the board, invoices sent since the last meeting of the committee, and sponsorship payments expected. Executive Director provided update on outstanding 2023 sponsor invoices.

10. There were no other updates.

11. There were no items for the good of the order.

12. Treasurer Pavone adjourned the meeting at 11:51 AM.