



SCA Finance Committee Minutes

January 28, 2025

11:30 AM

Virtual

1. SCA Treasurer Regan Bolli called the meeting to order at 11:31 AM. Present were members Armondo Pavone, Mary Lou Pauly, Dana Ralph, and Katherine Ross, and SCA staff Leah Willoughby and Kristi Rowland.

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

3. Bolli asked for any questions or concerns regarding the draft minutes of the October 29, 2024 SCA Finance Committee Meeting.

Pavone moved, seconded by Ralph, to approve the minutes of the October 29, 2024 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 Bolli asked for any questions or discussion.

5. Group discussed schedule for 2025 SCA Finance Committee meetings.

6. Treasurer Bolli summarized and asked for any questions or comments regarding the financial reports of October 2024; November 2024; and December 2024.

Falcone moved, seconded by , to recommend to the SCA Board of Directors approval of the October 2024 Financial Reports, consisting of the October 2024 Balance Sheet and October 2024 Profit & Loss Report; November 2024 Financial Reports, consisting of the November 2024 Balance Sheet and November 2024 Profit & Loss Report; and December Financial Reports, consisting of the December 2024 Balance Sheet and December 2024 Profit & Loss Report. The motion passed unanimously.

7. Chief Operating Officer Leah Willoughby summarized Member City Dues invoices paid and outstanding. Treasurer Bolli asked for any questions and discussion.

8. Chief Operating Officer noted sponsor invoices paid since the last meeting of the board, invoices sent since the last meeting of the committee, and sponsorship payments expected. Treasurer Bolli noted Board member communications with sponsors. Bolli asked for any questions and discussion.

9. The group discussed outstanding invoices from 2024. For three outstanding Regional Associate Member invoices, the Committee recommended writing off as bad debt the 2024 amounts, and extending outreach to the sponsors for 2025 membership. There were no actions to report.

10. There were no other updates.

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

12. Treasurer Bolli adjourned the meeting at 11:46 AM.