



CHILD CARE PLANNING COUNCIL OF SONOMA COUNTY

Finance Committee

Wednesday, February 28, 2018 @ 9:15 – 10:15am

SCOE Gravenstein Room, 5340 Skylane Boulevard, Santa Rosa

Minutes Approved at March 26, 2018 Meeting

Members Present – Missy Danneberg (Chair), Carrie Anabo, Margie Vondrak

Advisor Absent – Melanie Dodson

Staff Present – Susy Marrón, Patty Bernstein

1. Call to order. The meeting was called to order at 9:22am by Chair Missy Danneberg.
2. Approval/Changes to agenda. The agenda was approved as submitted by unanimous consent.
3. Public comment on non-agendized items.
4. The minutes of 1/18/2018 were approved by unanimous consent.
5. Review Expenditures 2017 - 2018.
Missy shared the reasons that the expenditures don't reflect the actual budget yet, but will when all of the figures come in for salary and benefits.
Susy shared that after her presentation to First 5, they approved giving the Council \$25K to cover the cost of a consultant for the AB235 Pilot Project.
The Finance Committee will bring the final revised budget and the Contract approval to the Council at its April meeting.
Missy reviewed the summary of the fiscal reports of individual contracts for the child development fund. Susy will follow up with Lee Ann Reeder about salaries and rent.
6. Review spending plan for the Local Planning Council
Susy shared the spending plan and the breakdown of object codes 5800 and 5830.
The group discussed buying promotional items for conferences and for Council members. Susy will email some suggested items to the Executive and Finance committees and ask for feedback.
Susy shared the IT proposal for two new Dell Computers. The ones that we have were bought in 2012 and cannot be updated with programs and systems that we require. \$4000 would cover 2 new computers. Susy will move some monies from 5800 to 5830 to cover the expense.
We'll have to do a Needs Assessment next year and will have to budget for that expense.
7. The 2018-19 Budget
Susy has a template that she used last year and is beginning the 2018-19 process. Several contracts will not carry over, as this is their last year. We plan to take a draft budget to Executive Committee in March and present to the Council at its April meeting. (Susy will Doodle a possible date change for the April meeting, as several people have already said that they are unavailable on April 6. The Executive Committee will make suggestions for nominees for chair-elect and present at the April Council meeting.)
8. Next meetings: Monday, March 26 and Monday, April 9 at 9:15-10:15am
9. Adjournment – The meeting was adjourned by unanimous consent at 10:08 am.

