



Minutes

Cultural Council of Greater Jacksonville

Finance Committee Meeting

Thursday, March 5, 2020 8:30 AM - 9:30 AM ET

Committee Members Present: Lisa Moore, Kirsten Doolittle, Ann Carey

Board Members Present: Karen Feagins, Jannet Walker Ford, Michael Boylan

Staff Present: Joy Young, Glenn Weiss, Ellen Cottrill, Megan Reid

Guests Present: Ed Malesky

A. Call to Order

Lisa Moore called the meeting to order at 8:32 AM with a quorum present.

B. Review and approval of previous minutes

Kirsten Doolittle made a motion to approve past minutes, Lisa Moore seconded the motion.

C. Finance Department Updates and Report/Essential Bookkeeping Services

Lisa Moore reviewed the latest iteration of the budget and budget charts. Talitha Mitchner from Essential Bookkeeping Solutions gave an update for the month of January and quarter one. The committee discussed the updates and a recommendation was made to provide a table in the finance packet of MTD and YTD Actual vs Budget.

D. FY 2019-2020 Revised Budget Discussion

The executive director spoke to variances in the revised budget. The director of public art spoke to the financial updates in the public art section. The committee discussed the deficit and agreed to bring to the full board for discussion.

E. Other Business

- RFP for Auditing Services: The CCGJ is looking for a new auditor for this fiscal year and an RFP will be developed to start the process.
- Regions Bank Signature Cards: New signature authority was discussed.
- Additional feedback for Finance Policies and Procedures

F. Closing

An opportunity for public comment was given, no comment was made. *Lisa Moore made a motion to adjourn the meeting at 9:26 AM, Ann Carey seconded the motion.*