

Budget & Finance Committee Meeting Minutes
3:00 – 4:30 PM Thursday, December 15, 2011
District 6000 Administrative Office
Pella, Iowa

Gov. 08-09 Susan H. Herrick (Chair)
Gov. 09-10 Cal Litwiller
Gov. 10-11 Gary Welch (Secretary)
Kathy Strum (Treasurer)
Gov. 03-04 Dennis Skinner (Accountant)

Gov. 04-05 Bill Tubbs*
Gov. 07-08 Diana Reed
Gov. 11-12 Donald Patterson
Gov. 12-13 Terry Geiger
Gov. 13-14 Jacque Andrew*
Gov. 14-15 John Ockenfels*

Carolyn Scharff (Administrator)*

Note: *Ex-Officio

1. Called to Order by Herrick Herrick
2. Ascertainment of Quorum by Welch-All were present except John Ockenfels
3. Approval of Agenda-Moved by Terry Geiger and 2nd by Gary Welch and approved unanimously.
4. Approval of October 13, 2011 Minutes
Moved by Don Patterson and 2nd by Denny Skinner, Approved unanimously
5. Items of Old Business Herrick
 - a. 2012 Budget Approval Geiger
-The budget was discussed by the committee and with recommended changes was approved. Moved by Jacque Andrew, 2nd by Cal Litwiller and approved unanimously.
 - b. Procedure for paying bills
-Denny Skinner and Kathy Strum reviewed the procedure for paying bills and the procedure seems to work and will continue for accountability. Kathy will e-mail questionable expenses to the District Governor for final approval before writing the check.
6. Items of New Business Herrick
 - a. 2010 Form 990 Final Report, Gary Welch reported that William Corwin, CPA completed to the IRS-form 990 and has been sent electronically.
7. Other Topics Requiring Attention Herrick
- Denny Skinner reviewed with the committee the quarterly summary of the budget and there appears to be no area of concerns at this time.
8. Next Scheduled Meeting- February 23, 2012, 3-4:30 at District office.
9. Adjourn Herrick
Moved by Terry Geiger, 2nd by Bill Tubbs. Approved unanimously.