



Finance/Audit Committee Meeting Minutes  
Via Teleconference- (712) 432-3920 ID#475813  
Tuesday, December 19, 2023  
3:00 p.m.

*“Our vision for our region is that all residents play an active role as community citizens; have places to go if they face hard times; and have support and opportunities as they work toward economic security.”*

**Present:**

Glenn Bohmer	Tyler Henderson
Julie Edwards	Bruce Reimers
Jerry Kloberdanz	Dawn Hoffman

**Absent:**

Kodie Borchers	David Scott
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1. Call to Order-
2. **Approval of Agenda.**

*Motion to approve agenda:* Bruce Reimers

*Second:* Jerry Kloberdanz

*Discussion:* None

*Action:* CARRIED

3. **Financial Report for November 2023**– Tyler Henderson, Fiscal Director highlighted the report information through November 2023. The Financial Report, VISA, PRO-COOP Credit Cards, Wal-Mart Credit Cards, Sinclair Credit Cards, Checks over \$5,000, Corporate Balance Sheet and Statement of Revenue and Expenses, and Indirect Statement of Revenue and Expenses. As the financial reports for November were reviewed Henderson highlighted the following:

*\* denotes which programs are co-funded with CSBG on financial report*

CSBG 2023-2024 Funding –Under budget by \$28,365.

CACFP – Under budget by \$12,102.

\*EHS – Under budget by \$31,542.

Head Start- Over budget by \$35,207.

\*Spencer CDC – Under budget by \$20,234.

\*Storm Lake CDC – Under budget by \$16,307.

North Central ECI- Under budget by \$8,777.

Prevent Child Abuse – Under budget by \$27,251.

\*Early Childhood 4yr Old Funding – Over budget by \$112,952.

1<sup>st</sup> Five Grant-Northern Counties CSA 1- Under budget by \$8,998.

1<sup>st</sup> Five Grant-Southern Counties CSA 4- Under budget by \$11,994.

FaDSS PY'23 – Under budget by \$18,984.

WRAP – Under budget by \$37,433.

IN-KIND-

- EHS- They have exceeded their requirement.
- HS – They will meet their requirement.
- Spencer CDC – In-Kind is entered a month behind, they expect to meet their goal.
- Storm Lake CDC – In-Kind is entered a month behind, they expect to meet their goal.

\*OUTREACH CENTERS-

- Expenses exceed revenue.

Other program information:

TBRA 6 (Tenant Based Rental Assistance) – Under budget by \$440.

Clay County Expansion Project- Awaiting reimbursement.

ESG (Emergency Solutions Grant) – Over budget by \$68.00.

ERA2 Rapid Re-housing- \$349,758 available.

Total LIHEAP FY2023- \$138,081 available.

LIHEAP-23ES-16- \$7,757 available.

LIWAP-21-ARPA- \$166.00 available.

WEATHERIZATION- Total Weatherization balance is at \$2,033,229.

Corporate and Indirect – Corporate is under budget by \$3,581. Indirect cost rate is under budget by \$96,538. It is looked at on a month-to month basis.

CACFP Admin – This is allocated by the number of providers and claims the program has each month. Need to track this each month as to not lose money through admin expenses.

VISA, PRO-COOP CREDIT CARDS, WAL-MART CREDIT CARDS, SINCLAIR CREDIT CARDS, CHECKS OVER \$5,000, LIHEAP CHECKS, CORPORATE BALANCE SHEET, CORPORATE INCOME, and INDIRECT- Were all reviewed by the committee.

*Motion to approve the November 2023 Financials:* Jerry Kloberdanz

*Second:* Bruce Reimers

*Discussion:* None

*Action:* CARRIED

4. Grants

- a) NOA Head Start Grant #07CH010845-05-03-The Carryover Request for funds to be used for construction costs at Roosevelt have come in, at \$233,491.
- b) Head Start HHS Grant Funding Opportunity- HHS has a new funding opportunity that must be applied for by 1/12/24. Each site has the opportunity to apply and must submit a separate application. We have 7 centers who will be applying for the smaller grants ranging from \$20,000-\$30,000. We have 2 centers that eligible to apply for the medium grants ranging from \$32,500-\$42,500.

*Motion to approve writing for the HHS American Rescue Plan Act CCDF Supplemental Discretionary funding:* Jerry Kloberdanz

*Second:* Bruce Reimers

*Discussion:* None

*Action:* CARRIED


5. Adjournment

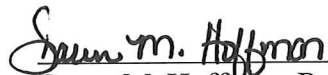
*Motion to Adjourn:* Bruce Reimers

*Second:* Jerry Kloberdanz

*Discussion:* None

*Action:* CARRIED

 1-23-24  
Glenn Bohmer, Secretary/Treasurer      Date

 1/23/24  
Dawn M. Hoffman, Recorder      Date

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