



Finance/Audit Committee Meeting Minutes  
Via Teleconference- (712) 432-3920 ID#475813  
Tuesday, January 16, 2024  
1:00 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	David Scott
Dawn Hoffman	Tyler Henderson
Bruce Reimers	Julie Edwards

**Absent:**

Kodie Borchers	Jerry Kloberdanz
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1. Call to Order-
2. **Approval of Agenda**-Julie would like to remove letter a) Early Head Start Carry-Over grant from Fiscal Year 2019/Program year One, under Grants from the Agenda.

*Motion to approve the Agenda with the addition of removing letter a) Early Head Start Carry-Over grant from Fiscal Year 2019/Program Year One under Grants from the Agenda: David Scott*

*Second: Bruce Reimers*

*Discussion:*

*Action: CARRIED*

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

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

CSBG 202-2024 Funding –Under budget by \$52,064.

CACFP – Under budget by \$21,445.

\*EHS – Under budget by \$22,995.

\*Head Start – Over budget by \$114,365.

\*Spencer CDC – Under budget by \$22,362.

\*Storm Lake CDC – Under budget by \$18,769.

North Central ECI- Under budget by \$13,006.

Prevent Child Abuse – Under budget by \$32,747.

\*Early Childhood 4yr Old Funding – Under budget by \$107,906.

1<sup>st</sup> Five Grant-Northern Counties CSA1- Under budget by \$11,808.

1<sup>st</sup> Five Grant-Southern Counties CSA4- Under budget by \$17,170.

FaDSS PY'24 – Under budget by \$25,348.

Wraparound Programs- Under budget by \$43,802.

IN-KIND-

- EHS- They will meet their requirement.
- HS – They will meet their requirement.
- Spencer CDC – They are over their goal.
- Storm Lake CDC – They are over their goal.

\*OUTREACH CENTERS-

- Expenses exceed revenue.

Other program information:

Embrace Iowa- \$13,474 available.

TBRA 6 (Tenant Based Rental Assistance)- \$54,155 available.

Clay County Expansion Project- Awaiting reimbursement.

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

ERA2 Rapid Re-housing- Under budget by \$286,637.

LIHEAP- Total LIHEAP FY2024-\$1,384,622.

LIHEAP-Total LIHEAP FY2023- \$56,783.

LIHEAP-23ES-16- \$6,774.

LIWAP-21-ARPA- Total balance is at \$166.00.

WEATHERIZATION- Total Weatherization balance is at \$1,795,935.

Corporate and Indirect – Corporate is over budget by \$11,016. Indirect cost rate is under budget by \$32,687. 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, CASEYS CREDIT CARDS, CHECKS OVER \$5,000, LIHEAP CHECKS, CORPORATE BALANCE SHEET, CORPORATE INCOME, and INDIRECT- Were all reviewed by the committee.

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 December 2023 Financials:* David Scott

*Second:* Bruce Reimers

*Discussion:*

*Action:* CARRIED

4. Grants

- a) Head Start Notice of Award- COVID funds received in the amount of \$1,141.43, the funds were used for construction at the Roosevelt building.
- b) LIHEAP23-16 Amendment 8- The moving of \$50,000 out of Administration, and \$5,788 out of Assurance 15 into Program Support, the contract amount did not change.
- c) ESG Sub-Grant Agreement- Awarded \$85,517 running from January 1, 2024-January 31, 2025.
- d) CSBG-24-16 Amendment 2-The remainder of the first quarter and the second quarter funds through 2/2/24 have been released in the amount of \$147,512, and are available to the Agency.

5. Other Business

- a) Iowa Balance of State Coordinated Services Network (MOU)- This is just a Memorandum of Understanding concerning the HMIS system which UDMO uses for the Housing Program.

6. Adjournment

*Motion to adjourn:* Bruce Reimers

*Second:* David Scott

*Discussion:* None

*Action:* CARRIED

  
Glenn Bohmer, Secretary/Treasurer

  
Dawn M. Hoffman, Recorder

