

PCA Citizens Budget Oversight Committee Meeting Minutes
February 20, 2018

Present: Bill Bentz, Jen Durham, Richard Riggs, Brandon Paris, Brenda Cowell, Kevin Curry, Audrey Erschen

- Revenue is 93.17%.
- Expenditures: Benchmark for January is 58.33%. Actual expenditures were 56.78% for January. We are 1.55% under budget. We are catching up and are headed in the correct direction as we reduce spending.
- The budget reductions are having an impact that in turn requires more funds being taken from our reserve to meet the demand. We have made some progress and expect to present to the Board in accordance with policy, additional line item reductions. The line items adjustment list was reviewed and approved by the committee
- Food Service went through their 3 year review and there are items that need to be clarified and adjusted. Kevin Curry is working on a response. We will have a complete response during the April Meeting.
- There is a request for a Pcard for PCA Ballet. This is due to the instructor using her own credit card for travel and local purchases. The Pcard will have the same procedures, policies as the current card. Mr. Taylor who was absent from the meeting is placing on the Board Agenda authorization to approve the Pcard for the PCA Ballet Program. Mr. Taylor is adding this to the minutes as of February 22, 2018 and will inform the Committee at the next meeting.
- Payout of deceased staff member was discussed as far as the responsibility of the paying agency.

Next meeting: Tuesday, March 20, 2018 at 2:00 P. M.