

Minutes of the Finance Standing Committee
to the Board of Park Commissioners of Mill Creek MetroParks
held on Saturday, January 28, 2017

A Finance Standing Committee meeting was held in Classroom A and was called to order at 10:06 a.m.

Finance Committee members present: Brian Hritz, Dave Christy, Tracie Balentine, Mark Mrofchak, Elizabeth Ramsey, Kevin Smith (Ex officio).

Finance Committee members not present: Joseph Antenucci, James Ruffing

First Official Meeting agenda was as follows:

1. Introduce themselves, give brief personal backgrounds, and explain their knowledge of and interest in MCMP; present committee members introduced themselves
2. Treasurer's report: Kevin Smith reviewed 2016 final actual vs budget report and 2017 budget with the committee. (see attached)
3. Exchange contact information (name, address, phone, e-mail); Shared information already in packets from 1/21/17 meeting
4. Select a chairperson and a secretary for year one. Brian Ritz was selected as Chairperson and Tracie Balentine as Secretary.
 - a. Christy moved. Mrofchak seconded. Motion passed unanimously.
5. Decide on a quorum (three or four appointed members); Already determined by Board – quorum - will be four.
6. Committee processes were discussed without motion
 - a. Clarify procedures to comply with the Ohio Open Meetings Law (including keeping approving and distributing minutes, and providing notice of meetings);
 - b. Clarify committee policy on dealing with the media;
 - c. Review and discuss the charge of the committee and other provisions of the Board-approved policy on standing committees
 - i. Charge: "The Finance Committee will monitor and evaluate the Park's revenues and expenditures, evaluate proposed budgets, and make recommendations on these matters to the Board to ensure long-term fiscal soundness."
 - d. Set two or more goals for the committee during year one;
 - e. Discuss possible topics for Work Sessions of the Board;
 - f. Identify optimal meeting days and times for future meetings;
 - g. Discuss and agree on reports to the Board, including format and majority and minority reports;
7. Select the date, time and place of the next meeting; Tentative next meeting is scheduled for Wednesday, February 8, 2017, at 6:00 PM at McMahan Hall.
8. Set the agenda for the next meeting;
 - a. Agenda 2/8/17 Finance Committee Meeting

1. Call to order
2. Introductions of members
3. Approval of minutes
4. Recommendations
 - a. Review draft charge
 - b. Charts and visual
 - c. Request guidance from Board
5. Goals
6. Future meetings

9. Public Comments

- Bill Adams: Recommends use of pie charts to simplify reporting.
- Francisco Nolesco: Discussed how most board financial committees work in an advisory capacity and make recommendations to the Board prior to Board approval on financial matters. Noted that the community and Board is putting a lot of faith in this committee. Balentine noted this committee will not be part of the decision-making process on financial matters.

10. Motion to adjourn.

Mrofchak moved. Christy seconded. Motion passed unanimously.

Meeting adjourned at 12:11p.m.