

CMES Finance Committee
Minutes - Regular Meeting
10.10.17

Present: Melissa Santrach, Elizabeth Coenen, Chris Bewell, Sandra Schmidt, Liesl Taylor
Absent: None

1. Reviewed financials for September. Our Budgeted ADM is 135, and our actual current ADM is 136. Cash flow is healthy and there are no concerns.
2. We reviewed a timeline that Sandy prepared for the transition to Sunrise Bank. Discussed types and volumes of account activities so that the proper account is opened. Liz and Melissa will be signers on the account, and they will coordinate a time to visit the bank and complete all necessary paperwork. Sandy's timeline describes all the subsequent tasks to ensure a seamless transition.
3. Audit fieldwork took place at CMES on September 28-29. Sandy and Chris responded promptly to all questions. CLA is preparing their report, which should be presented to the board in December.
4. Discussed format of donation tracking spreadsheet to facilitate monthly board approval of donations.

Respectfully submitted by Melissa Santrach, CMES Board Treasurer.