



FINANCE COMMITTEE MINUTES

Thursday, August 26, 2021, 9:00 A.M.

Willowbank Office Building
420 Holmes Street, Room 146
Belleville, PA 16823

I. CALL TO ORDER

Chair of the Committee, Commissioner Mark Higgins called the Finance Committee meeting to order at 9:02 AM on Thursday, August 26, 2021.

In attendance were Commissioner Michael Pipe, Commissioner Mark Higgins, Administrator Margaret Gray, Controller Jason Moser, Deputy Controller Terri Fisher, Treasurer Colleen Kennedy, and Contract/Procurement Analyst Lisa Kerns.

County personnel present included Julie Lutz and Travis Walker.

Guests present included Ed Zack of Susquehanna Accounting and Consulting Solutions, Inc.

II. PUBLIC COMMENT

There were no comments received from the public.

III. MEETING MINUTES

The Committee will consider approving the minutes from the Finance Committee meetings held on Thursday, April 29 and Thursday, May 20.

Action: *On a motion by Controller Jason Moser, seconded by Administrator Margaret Gray, the Committee voted unanimously to approve the minutes of April 29 and May 20, 2021.*

IV. OLD BUSINESS

V. NEW BUSINESS

A. 2020 Comprehensive Annual Financial Report

Controller Moser announced that the Comprehensive Annual Financial Report will no longer be known by the acronym CAFR. Instead, it should be referred to as the full title or a portion of the title. The report was completed on August 20 and emailed to the Committee and others yesterday. Print copies will be distributed later this week or next week. Controller Moser reviewed the highlights on page 13 of the report, mentioning that the big news for the year was the impact from CARES and COVID funds. A more detailed review will take place during the Finance Committee meeting on September 30.

**FINANCE COMMITTEE MINUTES
THURSDAY, AUGUST 26, 2021
PAGE 2**

B. Financial Updates

Ed Zack did not have financial reports to share as today's Finance Committee meeting was originally cancelled. He reported that the budget packets were sent to the departments on time and are due back by September 10. He thanked Finance staff Julie and Lisa, and Samantha in Human Resources for their assistance.

Margaret Gray reported that the search continues to fill the vacant Director of Finance position.

VI. DISCUSSION ITEMS

VII. ANNOUNCEMENTS

The next Finance Committee meeting is scheduled for Thursday, September 30, 2021 at 9:00 AM in Room 146 of the Willowbank Office Building.

VIII. ADJOURNMENT

On a motion by Controller Moser, seconded by Deputy Controller Fisher, the Committee voted unanimously to adjourn the meeting at 9:25 AM.

ATTEST

Margaret N. Gray
Administrator