



FINANCE COMMITTEE MEETING MINUTES

**December 11, 2012
11:00 AM – 12:00 PM**

Attending:

Bill Mason – Alternate Finance Chair
Ken Wilson – Board Chair
John Balog
Elder Lee Harris
Craig Gibbs
Matt Kane

Staff:

Jill Dame – Interim Executive Director

Cynthia Nixon
Leticia Eason

CALL TO ORDER

Bill Mason, Alternate Finance Chair, called the Finance Committee Meeting to order at 12:00 pm on December 11, 2012 at the Children's Commission Office.

John Balog moved to approve November 14, 2012 Finance Committee Meeting Minutes. Ken Wilson seconded. Minutes approved.

FINANCE REPORTS

FY 2011-12 Final Report, Unaudited

Cynthia Nixon reminded the committee the city did not close the fiscal year by the November meeting, September and October reports will be presented at December's meeting.

The report format will be change starting on October 1, 2012.

Cynthia Nixon presented the End of the Year Report and reiterated the reports are unaudited therefore the auditors may make some adjustments. The Children's Commission favorable variance of \$2,291,319 that is unaudited.

October started the new fiscal year and new report format. The reports will have more detailed line items.

Cynthia Nixon gave a breakdown of the grants as of October 1, 2012.

OLD BUSINESS

Action Items:

FY 2012-13 To Approve Specific Terms of Daniel Memorial License Agreement

The Finance Committee and Board of Director are asked to consider a request from the Executive Director to approve specific terms of the proposed license agreement with Daniel Memorial, Inc.

for use of cubicles, work/storage room and reception area in a portion of the former Family Services area in the Jacksonville Children's Commission building. Matt Kane moved and John Balog seconded. Motion approved.

Hope Haven has asked to us one to two cubicles in the afternoon for tutoring. This will have to go before the Mayor's Budget Review Committee for approval.

There are still three groups interested in the Don Brewer Center. Information has been sent to Lawsikia Hodges, General Council. Jill also spoke to Jessica Deal with the Mayor's Office for input.

New Business

Jill Dame reported that a Healthy Families contract amendment to extend a pilot program for a social worker position was approved by DCF and Ounce of Prevention and has been working its way through the City of Jacksonville process for approval as a budget modification. The Commission received word late last week that the contract amendment must be returned to Tallahassee by December 14 or the funding would be pulled.

The Commission has requested that the legislation be passed by Council as an emergency at tonight's Council meeting.

ADJOURN -- The meeting was adjourned at 12:45 p.m.