

Finance Committee Meeting teleconference

February 27, 2017

Members present: Kimlyn Lambert, (chair) Oshana Watkins, Helen Pase, Ping Miller, Rene Cummins

Staff present: Freida Moore, Debbie Hippler

The meeting was called to order by Kimlyn at 2:03pm

Review of the fiscal reports for the month of January 2017 was discussed. Kimlyn had a question concerning the landscape report of monthly expenses – the print being too small to read and asked if it could be improved upon for easier reading. Freida will work on trying to make this particular report more readable. Freida reported to the Committee that DVR overpaid the January 2017 invoice by \$30 so we will reduce our February 2017 invoice by this \$30 so that our financial records will agree with DVR's financial records.

Kimlyn discussed with the Finance Committee about the NCSILC applying for a line of credit. She stated that this was discussed with the Executive Committee this morning due to the fact that the NCSILC bank balance dropped to around \$700 because the December and January reimbursements had not been received from DVR by the end of January. The NCSILC actually received both the December and January reimbursements on February 15, 2017. After lots of discussion, it was decided that a NCSILC Credit Card would be better than a line of credit. Oshana will be sending a draft of office policy changes concerning the use of an office credit card.

Oshana made a motion for the NCSILC to get a credit card with at least \$5,000 but no more than \$10,000 spending limit. The motion was seconded by Helen Pase.

Final comments were called for.

With no further discussion the meeting was adjourned at 2:40 pm

*Respectfully submitted Freida Moore*