

**Gulf Consortium Finance and Budget Committee Meeting
November 20, 2019 1:00pm (Eastern)
Fort Lauderdale Marriot Harbor Beach**

Members in Attendance: Chair – Scott Carnahan (Citrus), Vice Chair - Lane Lynchard (Santa Rosa) – (Phone), Matt Posner (Escambia), Yana Matiyuk (Pinellas), Smokey Parrish (Franklin County)

Also in Attendance: Valerie Seidel (The Balmoral Group), Dan Dourte (The Balmoral Group), Lynn Hoshihara (Nabors, Giblin & Nickerson), Evan Rosenthal (Nabors, Giblin & Nickerson)

Agenda Item #1 – Call to Order

Chair Scott Carnahan (Citrus) called the meeting to order at 1:08pm (ET).

Agenda Item #2 – Roll call

Valerie Seidel (The Balmoral Group) called the roll. Attendees as above.

Agenda Item #3 – Consent Agenda

The meeting minutes for the June 13, 2019 meeting of the Finance and Budget Committee were presented for approval. Smokey Parrish (Franklin County) made the motion to approve the minutes, seconded by Matt Posner (Escambia).

ACTION: APPROVED

Agenda Item #4 – Additions or Deletions

There were no additions or deletions to the agenda. Matt Posner (Escambia) made the motion to approve the agenda, seconded by Smokey Parrish (Franklin County)

ACTION: APPROVED

Agenda Item #5 – Public Comments

None

Agenda Item#6– Financial Statements for August 2019

Valerie Seidel (The Balmoral Group) provided the balance sheet, profit and loss statement, cash receipts journal and cash disbursements journal for review by the committee. Smokey Parrish (Franklin County) made the motion to financial statements to the full Board, seconded by Matt Posner (Escambia).

ACTION: APPROVED

Agenda Item #7-September 2019 Budget Summary and Project Status Expenditure Reports

Valerie Seidel (The Balmoral Group) presented the budget summary and status of project expenditures to date. There were no comments or questions on this item.

Agenda Item #8-September 2019 Trust Fund Report

Valerie Seidel (The Balmoral Group) gave a presentation of the current Trust Fund balance and pending Grant applications for SEP implementation. There were no comments or questions on this item.

Agenda Item #9-Delegation of Authority Report.

The Balmoral Group prepared a report on Delegation of Authority actions that the General Manager made September 1, 2019 – October 31, 2019 for committee information.

Agenda Item #10-Grant Funds by County

Valerie Seidel presented graphs and charts representing SEP grants by county showing implementation and compliance expenses.

Agenda Item #11 – Audit Status Update

Valerie Seidel (The Balmoral Group) provided an update on the Audit status. A kickoff meeting for the audit was set and the Audit Committee would be meeting in January.

Agenda Item #12-Risk and Audit Update

Valerie Seidel (The Balmoral Group) gave an update on the risk and audit committee which would be meeting in January.

Agenda Item #13- Policy Review Committee Update

Valerie Seidel (The Balmoral Group) gave an update on the policy review committee which had met to review the Grants manual in preparation for the OSA submittal in February. The accounting and Finance policy would be the next policy review meeting.

Agenda Item #15 – Public Comment

No public comment.

Agenda Item #10-Adjourn

There being no further business, the meeting adjourned at 1:19 pm.

DRAFT