

AMADOR TUOLUMNE COMMUNITY ACTION AGENCY

Amador Tuolumne Community Action Agency FINANCE COMMITTEE MEETING

Friday/October 13, 2023 | 9 am

LOCATIONS

Host, Cynthia Rockwell: **ATCAA Sonora Service Center**, 427 N. Hwy 49, Sonora CA 95370 (209) 533-1397
Host, Joseph Bors: **ATCAA Jackson Service Center**, 10590 Hwy 88, Jackson, CA 95642 (209) 223-1485

AGENDA

1. **CALL TO ORDER:**
2. **ROLL CALL:**

ATCAA Finance Committee Members		
	<i>Claire Gunselman, Treasurer-Committee Chair</i>	A-PUB
	Lynn Morgan	A-PRI
	David Goldemberg	T-PUB
	Helena Rice-Padilla	A/T-LI
	Pastor Mark Smith	A-PRI

ATCAA Staff	
	Joseph Bors, Executive Director
	Bruce Giudici, Fiscal Officer
	Patricia Angeja, Fiscal Officer in Training
	Cynthia Rockwell, Board Secretary

Others Present:

3. **PUBLIC MATTERS NOT ON THE AGENDA:** Discussion items only, no action to be taken. Any person may address the Board at this time upon any subject; however, any matter that requires action may be referred to Staff and/or Committee for a report and recommendation for possible action at a subsequent Board meeting. Please note there is a five(5) minute limit per topic.

4. CONSENT CALENDAR:

4.1. Approval of Minutes from August 11, 2023 meeting Pg. 1

5. NEW BUSINESS:

5.1. Resolution 2023-02; Authorizing Resolution for Emergency Solutions Grant – Competitive Rapid Rehousing (**ACTION ITEM**) Pg. 4

5.2. Resolution 2023-03; Authorizing Resolution for Emergency Solutions Grant – Competitive Emergency Shelter (**ACTION ITEM**) Pg. 6

5.3. Resolution 2023-04; Authorizing Resolution for Emergency Solutions Grant – Non-Competitive Rapid Rehousing (**ACTION ITEM**) Pg. 8

5.4. Resolutions 2023-05; Allowing Signatory Authority for Executive Director to sign Child Development Contract documents (**ACTION ITEM**) Pg. 10

5.5. Update to Accounting Standards and Policies (**ACTION ITEM**) Pg. 12

6. REPORTS:

6.1. Administrative Reports

6.1.1. Line of Credit (LOC) Internal Report Pg. 30

6.1.2. Local Agency Investment Fund (LAIF) Activity Report Pg. 31

6.1.3. Administrative Budget to Actual Pg. 32

6.1.4. CSBG Budget to Actual as of October 2023 Pg. 35

6.2. Early Head Start Reports

6.2.1. Head Start Budget and Expenditure Reports Pg. 36

6.2.2. In-Kind (Match) Reports Pg. 36

6.2.3. Credit Card Expenditure Reports Pg. 38

6.2.4. ESH/HS Monthly Statistical Report Pg. 40

6.2.5. Early Childhood Services Report Submittal Matrix Pg. 41

6.3. Program Fiscal Report

6.3.1. Contract Status Summary by Program Report as of October 2023 Pg. 42

6.4. Agency Finance Statements through October 2023

6.4.1. ATCAA Balance Sheet Pg. 43

6.4.2. ATCAA Revenue/Expenditure Report Pg. 44

6.4.3. Housing Support Account – Tuolumne Properties and Varley Place Pg. 47

6.4.4. Fiscal Officer’s Narrative Pg. 49

7. ADJOURNMENT:

LATE AGENDA MATERIAL: Late agenda material can be inspected at the ATCAA Jackson Service Center 10590 Hwy 88, Jackson, CA and the ATCAA Sonora Service Center 427 N. Hwy. 49 Sonora, CA.

SPECIAL NEEDS: People who need auxiliary aids or services are requested to call the Sonora Service Center at 209-533-1397 or the Jackson Service Center at 209- 223-1485 at least 48 hours before the meeting so appropriate arrangements may be made.