

AMADOR TUOLUMNE COMMUNITY ACTION AGENCY

Amador Tuolumne Community Action Agency FINANCE COMMITTEE MEETING

Friday April 12, 2024 | 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
	Ryan Campbell	T-PUB
	Jennifer Grenland	T/T-LI
	Pastor Mark Smith	A-PRI

ATCAA Staff		
	Joseph Bors, Executive Director	
	Bruce Giudici, Interim Fiscal Officer	
	Cynthia Rockwell, ATCAA 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 February 9, 2024 meeting Pg. 1

5. NEW BUSINESS:

5.1. North Town Property for Sale Pg. 4

6. REPORTS:

6.1. Administrative Reports

6.1.1. Line of Credit (LOC) Internal Report Pg. 14

6.1.2. Local Agency Investment Fund (LAIF) Activity Report Pg. 15

6.1.3. Administrative Budget to Actual Pg. 16

6.1.4. CSBG Budget to Actual Pg. 17

6.2. Early Head Start Reports

6.2.1. Head Start Budget and Expenditure Reports Pg. 18

6.2.2. In-Kind (Match) Reports Pg. 18

6.2.3. Credit Card Expenditure Reports Pg. 20

6.2.4. Early Childhood Service Report Submittal Matrix Pg. 22

6.3. Program Fiscal Report

6.3.1. Contract Status Summary by Program Report Pg. 23

6.4. Agency Finance Statements

6.4.1. ATCAA Balance Sheet Pg. 24

6.4.2. ATCAA Revenue/Expenditure Report Pg 25

6.4.3. Housing Support Account – Tuolumne Properties and Varley Place Pg. 28

6.4.4. Fiscal Officer Narrative Pg. 29

7. OLD BUSINESS:

7.1. Recommendation for Banking Relationship Change Pg. 32

7.2. Recommendation for Admin Budget Modification Pg. 36

8. FUTURE COMMITTEE MEETING: *Friday, June 14, 2024*

9. 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.