

DRAFT



BASSE

Minutes

Citizen Budget Oversight Committee Committee Meeting

Date and Time

Thursday November 14, 2024 at 2:00 PM

Committee Members Present

C. Ashford (remote), J. Fried (remote), T. Berry (remote)

Committee Members Absent

None

Guests Present

Brandon Paris (remote), Denise Stouffer (remote), Michelle Lambert CPA (remote), Richard Riggs (remote)

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

J. Fried called a meeting of the Citizen Budget Oversight Committee Committee of BASSE to order on Thursday Nov 14, 2024 at 2:03 PM.

C. Approve Minutes

C. Ashford made a motion to Approve the minutes of the October Citizens Budget Oversight Committee.

J. Fried seconded the motion.

The committee **VOTED** unanimously to approve the motion.

II. Presentation of Financial Statements

A. Expenditures

Michelle Lambert discussed the following highlights from the YTD Financial Statements, Total expenses are running about 36% of budget year-to-date, which is reflective of the revised budget approved at the October Board meeting,

Computer expenses including IT Technical Support and supplies are both running over budget.

Construction expense that is being spent this year, is not expected to recur next year.

Transportation expenses, which show no expenditures year-to-date will begin to hit the budget beginning in November.

B. Revenue

Michelle Lambert presented the highlights of revenues from the YTD Financial Statements.

About 60% of the revenues from state and local resources have been received. By the end of the November the majority of the state and local monies should have been received with the balance coming in December.

We have been granted an extension until September of next year to spend the balance of the CSP grant.

C. Approval of Financial Statement

C. Ashford made a motion to Recommend approval of the October Financial Statement to the Board of Directors at their November Board meeting.

T. Berry seconded the motion.

The committee **VOTED** unanimously to approve the motion.

III. Closing Items

A. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 2:15 PM.

Respectfully Submitted,

J. Fried