

**FINANCE COMMITTEE MEETING
MAY 8, 2014
COMPASS 2ND FLOOR LARGE CONFERENCE ROOM
MERIDIAN, IDAHO**

****MINUTES****

ATTENDEES: Rebecca Arnold, Commissioner, Ada County Highway District, **Chair**
Craig Hanson, Commissioner, Canyon County
John McEvoy, Commissioner, Canyon Highway District #4
Garret Nancolas, Mayor, City of Caldwell
Charlie Rountree, Councilman, City of Meridian
Steve Rule, Commissioner, Canyon County, **Vice Chair**
Rick Yzaguirre, Commissioner, Ada County, via telephone

OTHERS PRESENT: Nancy Brecks, Community Planning Association
Megan Larsen, Community Planning Association
Amy Luft, Community Planning Association
Matt Stoll, Community Planning Association

CALL TO ORDER:

Chair Rebecca Arnold called the meeting to order at 12:18 pm.

AGENDA ADDITIONS/CHANGES

None.

OPEN DISCUSSION/ANNOUNCEMENTS

None.

CONSENT AGENDA

A. Approve March 27, 2014, Finance Committee Meeting Minutes

Charlie Rountree moved and John McEvoy seconded approval of the Consent Agenda as presented. Motion passed unanimously.

INFORMATION/DISCUSSION ITEMS

A. Status Report - FY2014 General and Special Membership Dues Received to Date

Megan Larsen provided a status report on the FY2014 General and Special membership dues received to date.



COMPASS
COMMUNITY PLANNING ASSOCIATION
of Southwest Idaho

B. Review Draft FY2015 Unified Planning Work Program and Budget (UPWP)

Megan Larsen reviewed the draft FY2015 UPWP. Staff will seek a recommendation for COMPASS Board approval at the June 19, 2014, Finance Committee meeting.

ACTION ITEMS

A. Approve Variance Report for October 1, 2013 - March 31, 2014

Megan Larsen presented the Variance Report for October 1, 2013 - March 31, 2014.

After discussion, **Charlie Rountree moved and Garret Nancolas seconded approval of the Variance Report for October 1, 2013 – March 31, 2014, as presented. Motion passed unanimously.**

B. Recommend Board Approval of Financial Policy and Procedure Manual, to Become Effective July 1, 2014

Megan Larsen presented the Financial Policy and Procedure Manual to become effective July 1, 2014.

Megan noted one change to Section XIV: Financial Reporting, Work Days by Program will be presented annually rather than quarterly.

After discussion, **Garret Nancolas moved and Charlie Rountree seconded recommending Board approval of the Financial Policy and Procedure Manual, to become effective July 1, 2014, as presented with a change to the second sentence under section Purchases of Property or Services Valued at more than \$50,000 to read, "Two notices soliciting bids must be published in the newspaper of record with the largest circulation." Motion passed unanimously.**

OTHER

Megan Larsen provided a recap of the audit of the City of Boise Employee Health Care Trust Plan.

ADJOURNMENT

Chair Arnold adjourned the meeting at 12:49 pm.

Dated this 19th day of June 2014.

Approved:

**By: _____
Rebecca Arnold, Chair**

Attest:

**By: _____
Steve Rule, Vice Chair**