



DRAFT MINUTES

Virtual Budget & Finance Committee Meeting on Zoom Thursday June 18, 2020, 4:00 pm

1. Call to Order and Roll Call:

Budget & Finance Committee Members: Jacqueline Le Kennedy, Chair, Robin Greenberg, Cathy Wayne, Philip Enderwood, Kristie Holmes, Heather Roy & Robinson Farber

6 Present: Jacqueline Le Kennedy, Chair, Robin Greenberg, Cathy Wayne, Kristie Holmes, Heather Roy & Robinson Farber. **1 Absent:** Philip Enderwood

2. Motion: Approve June 18, 2020 Budget & Finance Committee Meeting Agenda. **Moved** by Jacqueline; **seconded** by Heather; **passed unanimously**

3. Motion: Approve May 18, 2020 Budget & Finance Committee Meeting Minutes. (**Attachment A**) **Moved** by Cathy; **seconded** by Heather; **passed unanimously**

4. General Public Comments

5. Chair Report – Update by Chair, Jacqueline Le Kennedy

6. Review & Discussion of Budget Worksheets (Attachment B)

7. Review, Discussion & Possible Motion: To Approve Proposed FY 2020-2021 Annual Budget Figures (*please see* Attachment B) for inclusion in the FY 2020-2021 Administrative Packet. **Moved** by Jacqueline, **seconded** with **5 yes:** Jacqueline, Cathy, Rob Farber, Heather & Kristie; **0 no;** **0 abstentions;** **passed.**

IMPORTANT FISCAL DATES

- i. **June 15, 2020** – Final date to submit a check payment request, including NPG applications
- ii. **June 20, 2020** – Final date to make purchases with the NC bank card
- iii. **June 30, 2020** – Deadline to turn in FY 2020-2021 Administrative Packet

8. Adjournment

9. Next Meeting Date: TBD

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