

**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**

**BABCNC Website:** [www.babcnc.org](http://www.babcnc.org)  
**Office E-mail:** [council@babcnc.org](mailto:council@babcnc.org)  
**Office Telephone:** (310) 479-6247