

SPECIAL FINANCE COMMITTEE MEETING MINUTES

January 26, 2021
Phelan Community Center
4128 Warbler Road, Phelan, CA 92371
& Remotely Via Zoom or Conference Call

Board Members Present: Charlie Johnson, Chair (Zoom)
Mark Roberts

Board Members Absent: None

Staff Present: Lori Lowrance, Administrative Services Manager
Kim Ward, HR Manager/Executive Secretary (Zoom)
David Noland, Accountant (Zoom)

Guests/Public: None

Call to Order

President Johnson called the meeting to order at 4:00 p.m.

Roll Call

All Committee Members were present at Roll Call.

- 1) **Approval of Agenda**
Director Roberts moved to approve the Agenda. Director Johnson seconded the motion. Motion passed unanimously.
- 2) **Public Comment** – None
- 3) **Approval of Minutes**
Director Johnson moved to approve the Minutes. Director Roberts seconded the motion. Motion passed unanimously.
- 4) **Review of Disbursements**
The Committee reviewed the disbursements and Director Johnson provided an overview on how he reviews the disbursements.
- 5) **Review of Financials**
The Committee reviewed the financials and Director Johnson provided an overview on how he reviews the Financials.
- 6) **Review of Solar Project Credits & Expenses**
The Committee reviewed the solar project credits and expenses.



- 7) **Review of COVID-19 Related Expenses**
The Committee reviewed the COVID-19 related expenses.
- 8) **Review of Committee Roles & Responsibilities**
The Committee modified the Committee Roles & Responsibilities which will go to the Board for review.
- 9) **Discussion Regarding 2021/2022 Budget**
The Committee reviewed the process and the schedule.
- 10) **Committee Comments**
Discussion regarding where GM vehicle funds may come from.
- 11) **Review of Action Items**
 - Update Committee Roles & Responsibilities and take to the Board
- 12) **Set Agenda for Next Meeting** – March 23, 2021 (Special) & April 20, 2021
 - Remove Item 8
- 13) **Adjournment**
With no further business before the Committee, the meeting adjourned at 5:14 p.m.

Agenda materials can be viewed online at <https://www.pphcsd.org>

