

Budget and Finance Committee Meeting
Approved Minutes
May 17, 2017

Mary Hansen called the meeting to order at 5:00 p.m.

Attending: Committee Members – Committee Chair Mary Hansen, Cam Acosta, Gary Cadwallader, Jackie Hunter, Ellen McClellan, Keith Nette and Bryan Skelly; Board Liaison – Steve Bates; Members signed in – Phyllis Throckmorton, Bill Lewis II, Peggy Hoyt-Voelker, Michael Voelker, Yonusz Kocol, Donna Skelly, Kristine Dobkowski. Also attending, member Brenda Martin, not signed in.

Chair Mary Hansen welcomed Ellen McClellan back to the committee. She also welcomed new committee member, Bryan Skelly.

Chair Mary Hansen asked Secretary Cam Acosta to ask PMCPOA staff for an official sign-up sheet for committee members and guests. She announced that since financial reports have not been available for March and April, PMCPOA asked the committee to meet on Wednesday, May 24th to review reports. Meeting scheduled for May 24th at 5:00 p.m.

Since the computer problem caused financial reports to be unavailable for two months, the committee discussed PMCPOA needing an effective back-up system.

Motion by Bryan Skelly, second by Jackie Hunter, to ask PMCPOA to document current network and server infrastructure on site disc backup and storage, any outside backup and storage, how often backed up, procedures for backup, procedures for data verification and data restoration. Not passed by a vote of 6-1.

Motion by Bryan Skelly, second by Jackie Hunter to ask Management for a block diagram of network and server infrastructure and detailed data backup and restoration procedures. Passed unanimously.

Motion by Jackie Hunter, second by Ellen McClellan to ask management to give the committee the report the Board of Directors received from the IT specialist regarding his recommendations about our server and system. Passed unanimously.

The minutes for the March 15, 2017 meeting were reviewed. Motion by Gary Cadwallader, second by Keith Nette to approve the minutes. Passed unanimously.

The committee is still concerned that financials are not being received by the Friday before each Budget and Finance Committee meeting, as promised.

Motion by Jackie Hunter, second by Gary Cadwallader to adjourn the meeting. Passed unanimously.

Meeting adjourned at 6:07 p.m.

Respectfully submitted by Cameron Acosta, Secretary