

DRAFT Minutes  
SoCoCAA BOARD  
Via ZOOM  
January 07, 2021  
12:00 P.M.

APPROVED

**PRESENT:** *Kathleen Sitton; Edward Box III, Doug Little; Carol Thompson; Karla Baird*  
**EXCUSED:** *Leila Baker*  
**ABSENT:** *Deanna Frost; Kathleen Lorenzini*  
**GUESTS:**  
**STAFF:** *Lori Niewold; Caitlyn Grandon; Chloe Jackson; Nita Emerson; Dawn Farrington*

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- I. **Call to order:** Chairperson Kathleen Sitton called the meeting to order at 12:09 p.m.
- II. **Roll Call:** All board members as noted above were in attendance.
- III. **Agenda:** Doug Little moved to approve the agenda; his motion was seconded by (E.B.) all in favor; motion carried.
- IV. **Board Minutes & Committee Reports:**
  - a. **\*\*Board of Directors December 3, 2020** – Doug Little moved to approve the board minutes; his motion was seconded by (E.B.); all in favor; motion carried.
  - b. **Finance Committee December 29, 2020** – Report was accepted as information.
- V. **Old Business:**
  - a. Board Member Donations – The board was informed there are three board members who have not donated to date.
- VI. **New Business:**
  - a. **\*\*2021 Budget:** Karla Baird moved to approve the 2021 Budget; her motion was seconded by (E.B.); all in favor; motion carried.
  - b. **\*\*Insurance Premiums:** Doug Little moved to approve the Insurance Premiums; his motion was seconded by (E.B.); all in favor; motion carried.
  - c. **\*\*Attorney for PS:** Karla Baird moved to move forward with the attorney for PS; her motion was seconded by (D.L.); all in favor; motion carried.
  - d. **\*\*Modular Plans:** Karla Baird moved to approve the modular plans; her motion was seconded by (C.T.); all in favor; motion carried.

**VII. Staff Financial Reports**

- a. **Cash Flow/Financial Projections Report.** The end of December we have total cash of \$1,063,153.48. Bank Deposits of \$509,276.71; Accounts Payable (\$94,349.57); All Payroll (\$173,523.59).
- b. **Indirect Cost Report.** Indirect Revenue to date is \$290,591.86; Carry Forward is \$0; Total available is \$290,591.86 and the IDC expense to date is \$269,059.00. The Total Revenue over expenses is \$21,533 with (\$1,977.76) adjustment.
- c. **Grant Termination Report.** The grant year has us at 91.67% of budgets. Central Admin is at 106.71% CA NG includes CHF COVID grant and has unrestricted net assets of \$90,599 as of 1/1/20. IELP is at 67.27%. Youth Services is at 60.65%. YS CHC is at 106.29%. Senior Center is at 93.76%. Peaceful Spirit is at 82.37% of budget. RRT is at 90.33%. TTA is at 76.14%. Grand total expenses to date are \$3,376,645 which is 84.35%.
- d. **Financial Ratios:** Board reviewed and accepted as information.
- e. **Credit Card Transactions:** Board reviewed report and accepted as information.
- f. **Grant Tracking 2020:** Accepted as information.

**VIII. Program Director Reports/Announcements/Miscellaneous Information:**  
Division and Department reports were provided and accepted as information.

Doug Little moved to adjourn; his motion was seconded by (E.B.); all in favor; motion carried.

Meeting adjourned at 12:57 p.m.



Karla Baird, Secretary/Treasurer  
SoCoCAA Board of Director