Attendee: Freida Moore, Ping Miller, Oshana Watkins

# RE: Finance Committee Meeting 2pm 9/27/16

# August P&E Reviewed

* Routine operational spend
* Current month spend of $28,834.04 includes spend down of a portion of anticipated advance
* By end of week, we anticipate receiving a new contract. Debbie Hipper should be addressing this.
* Reimbursement of $27,330.98 is needed by end of week. Debbie Hippler should be addressing this.
* No additional travel reimbursements or receipts are expected per Freida.
* Cumulative spend is as expected $176,208.06 with over spend hitting anticipated reimbursement amount.

* Team discussed Center’s contract and Part C funds. Freida to check if the tracking workbook is available when she is in office tomorrow. Send to finance committee.

# Next Steps\*:

* Receive $27,330.98 reimbursement
* Receive new fiscal contract
* Consolidate the cumulative CIL spend (workbook) and send to finance committee for review/monitoring

\*Ping to call Debbie Hippler about reimbursement, new contract, and workbook