



## FINANCE & AUDIT COMMITTEE MEETING MINUTES

Friday, January 26, 2024

**Committee Members in Attendance via Electronic Device:** Adrienne Cochrane, Andrea Comer, Mike Soltis, Holly Williams

**Committee Members Absent:** Ellen McKitterick, John Scott

**CT Paid Leave (CTPL) Staff in Attendance via Electronic Device:** Erin Choquette, Amber Forrest, David Marcone, Stephanie Oliveras, Loc Pho

### 1. Welcome & Call to Order

Committee Chair, Holly Williams, called the meeting to order at 9:02 A.M. CTPL Clerical Assistant, Stephanie Oliveras, took attendance by Roll Call and confirmed the existence of a quorum.

Ms. Williams acknowledged members of the public in attendance.

### 2. Review and Approval of the December Meeting Minutes

Ms. Williams asked the Committee to review the December 19, 2023, meeting minutes and asked for a motion to approve the minutes as presented. Mike Soltis motioned, and Andrea Comer seconded that motion. All but Ms. Comer were in favor. Ms. Comer abstained. None were opposed. The motion carried.

### 3. Budget Review of Spending to Date

Mr. Marcone reviewed the December 2023 financial reports, which included actual vs. budget activity for the month of December for operating, bond, and contribution funds, bond and contribution funds activity from inception-to-date, the statement of fiduciary net position as of the end of December, and fiscal year-end projections for operating and contribution funds.

Mr. Marcone reported that the staff is reviewing the responses to the Request for Proposals relating to audit services. He also reported the first draft of the 2025 Budget will be presented at the March meeting.

### 4. Old Business

None

### 5. New Business

None

### 6. Adjournment

Ms. Williams asked the Committee for a motion to adjourn. Mr. Soltis motioned the adjournment, and Ms. Comer seconded the motion. All were in favor. None were opposed. None abstained. The motion carried. The meeting adjourned at 9:20 a.m.

Meeting Recording Here: <https://youtu.be/UyMPY46livc>

Attachments:

- *Item 3- Budget Review Spending to Date*