

## FINANCE & AUDIT COMMITTEE MEETING MINUTES

Friday, February 28, 2025

**Committee Members in Attendance via Electronic Device:** Adrienne Cochrane, Andrea Comer, Ellen McKitterick, John Scott, Holly Williams

**Committee Members Absent:** Mike Soltis

**CT Paid Leave (CTPL) Staff in Attendance via Electronic Device:** Erin Choquette, Amber Forrest, Dave Marccone, Stephanie Oliveras

### 1. Welcome & Call to Order

Committee Chair, Holly Williams, called the meeting to order at 9:04 A.M.  
Clerical Assistant, Stephanie Oliveras, took attendance by roll call and confirmed the existence of a quorum.  
Ms. Williams acknowledged members of the public.

### 2. Review and Approval of the January 24, 2025, meeting minutes

Ms. Williams called for a review of the January 24, 2025, meeting minutes. There was no further discussion. Andrea Comer motioned to adopt the minutes, and Ellen McKitterick seconded that motion. All were in favor, none opposed, none abstained. The motion carried.

### 3. Actuarial Quarterly Update

Harindra Sebastian, of Spring Group Consultants, provided a presentation on the Actuarial Quarterly Update.

### 4. Budget Review Spending to Date

CTPL Controller, David Marccone, reviewed the January 2025 financial reports, which included:

- actual vs. budget activity for the month of January 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 January, and
- fiscal year-end 2025 projections for operating and contribution funds.

### 5. Old Business

None

### 6. New Business

None

### 7. Adjournment

Ms. Williams asked for a motion to adjourn. Ms. Comer motioned the adjournment. John Scott seconded that motion. All were in favor, none opposed, none abstained. The motion carried. The meeting adjourned at 9:29 a.m.

**Meeting Recording Here:** <https://youtu.be/22QISor11G4>

#### Attachments:

- Item 3- Actuarial Quarterly Update
- Item 4- Budget Review Spending to Date