



FINANCE & AUDIT COMMITTEE MEETING MINUTES

Friday, January 24, 2025

Committee Members in Attendance via Electronic Device: Andrea Comer, Ellen McKitterick, Mike Soltis, Holly Williams

Committee Members Absent: Adrienne Cochrane, John Scott

CT Paid Leave (CTPL) Staff in Attendance via Electronic Device: Amber Forrest, Dave Marcone, Loc Pho

1. Welcome & Call to Order

Committee Chair, Holly Williams, called the meeting to order at 9:01 A.M. Executive Assistant, Amber Forrest 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 November 22, 2024, meeting minutes

Ms. Williams called for a review of the November 22, 2024, meeting minutes. There was no further discussion. Mike Soltis motioned to adopt the minutes, Andrea Comer seconded that motion. All were in favor, none opposed, there were no abstentions. The motion carried.

3. Review and Approval of the December 20, 2024, meeting minutes

Ms. Williams called for a review of the December 20, 2024, meeting minutes. There was no further discussion. Mr. Soltis motioned to adopt the minutes, Ellen McKitterick seconded that motion. All were in favor, none opposed, Ms. Comer abstained. The motion carried.

4. Discussion and Vote regarding frequency of Committee Meeting

Ms. Williams led the discussion regarding the frequency and duration of meetings. The Committee members had a brief discussion about keeping the meetings monthly on the last Friday of every month, from 9-10:30 AM.

Ms. Williams asked for a motion to adopt the meeting cadence as discussed. Ms. Comer motioned, and Mr. Soltis seconded that motion. All were in favor, none opposed, there were no abstentions. The motion carried.

5. Budget Review Spending to Date

CTPL Controller David Marcone, reviewed the December 2024 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 November, and fiscal year-end 2025 projections for operating and contribution funds.

6. Old Business

None

7. New Business

None

8. Adjournment

Ms. Williams asked for a motion to adjourn. Mr. Soltis motioned the adjournment, and Ms. McKitterick seconded that motion. All were in favor, none opposed, none abstained. The motion carried and the meeting ended at 9:22 a.m.

Meeting Recording Here: <https://youtu.be/FuvE92jsOO4>

Attachments:

- Item 5- Budget Review Spending to Date - December Financials