



**NAPEBT**

*Serving Those Who Serve the Public*

## NAPEBT Finance Committee

July 8, 2019, 11:00 am

Lone Tree Room 201 and Conference Call

### Minutes

1. Approval of June minutes - **moved/seconded, unanimous approval**
2. Monthly Financial Statement Review – **Garrett shared the May Financial Statements electronically and reviewed the new dashboard with the committee. Garrett mentioned that the pharmacy rebate is up. The May YTD financials are favorable at \$453,280 and no change in the year-end projection of \$355,796.**
3. Physical Inventory – **Discussed physical inventory. Received list and invoices from Vera. Jami will review and follow-up with any questions.**
4. Budget Procedure – **Reviewed version 3 and discussed updates, will send Version 4 to committee for review at next meeting**
5. Audit update – **Jami will email signed Engagement Letter to Mike for his signature and Mike will forward to CLA. - Done**
6. Need to schedule meeting with Lori, Garrett, Mike, and Jami to discuss ideas for efficiencies. – **Scheduled for Wednesday, July 24<sup>th</sup> at 9:00 am, Jami to send appointment.**
7. Future Agenda items:
  - a. Investments – need to renew contract, review investment conditions again in October
  - b. Project Calendar
8. Future Meetings:
  - August 12, 2019 11:00 am
  - September 9, 2019, 11:00 am
  - October 14, 2019, 11:00 am
  - November 11, 2019, 11:00 am – holiday - reschedule?
  - December 9, 2019, 11:00 am

### **Present:**

Jami Van Ess, CCC  
Isabella Zagare, CCC  
Ginger Stevens, FUSD  
Lauree Battice, NAIPTA  
Garrett Mahoney, Ashton Tiffany  
Mike Townsend, Coconino County  
Quinten Gunn, Segal

### **Not Present:**

Rick Tadder, City of Flagstaff  
Scott Walmer, FUSD  
Lori Jundt, Ashton Tiffany  
Shannon Anderson, City of Flagstaff  
Jeanie Confer, Accommodation  
Amy Girardo, Segal  
Nura Patani, Segal