



## INTERSTATE COMMISSION FOR JUVENILES

### Finance Committee Meeting *Minutes*

November 29, 2016  
11:30 a.m. EST

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#### **Committee Members in Attendance:**

1. David Barrett (ME) Chair
2. Jeff Cowger (KS) Treasurer
3. Cindy McKenzie (MT) Commissioner
4. Kevin McKenna (RI) Commissioner
5. Patricia Welcome (VI) Commissioner
6. Mike Lacy (WV) Commissioner

#### **Committee Members Not in Attendance:**

1. Pat Pendergast (AL) Designee
2. Sherry Jones (MD) Commissioner

#### **Guests in Attendance:**

None

#### **ICJ Staff in Attendance:**

1. Ashley Lippert, Executive Director
  2. Emma Goode, Administrative and Logistics Coordinator
  3. Shawn Robinson, Training and Administrative Coordinator
  4. Jenny Adkins, Project Manager
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#### **Call to Order**

Chair Barrett called the meeting to order at 11:32 a.m. EST

#### **Roll Call**

A. Lippert called the roll and a quorum was established.

#### **Agenda**

**P. Welcome (VI) made a motion to approve the agenda. M. Lacy (WV) seconded. The motion passed.**

#### **Minutes**

**J. Cowger (KS) made a motion to approve the July 26, 2016 meeting minutes. K. McKenna (RI) seconded. The motion passed.**

## **Discussion**

### **FY 2017 Budget Update**

- Chair Barrett presented the 2017 fiscal budget through October 31, 2016. The working budget reported to be 37.5% of budget with 33.3% of the year complete.
- A. Lippert updated on the de-affiliation of ICJ from the Council of State Governments (CSG) reporting that the accounting, insurance, and employee services have been finalized and ICJ will be completely separated from CSG on December 1, 2016 as projected. CSG will provide one last monthly statement for the month ending November 30, 2016. An updated spreadsheet will be presented at the next meeting depicting the complete transfer and allocations.
- Chair Barrett highlighted Line Item 5 Dues Assessment at 94.8 percent of budget. A. Lippert clarified that as of October 31, four states had not paid dues; however, to date all members have paid except the Virgin Islands and Michigan which operate on the October 1 – September 30 fiscal year.
- K. McKenna (RI) suggested reviewing quarterly data from previous years for a side by side comparison. A. Lippert explained that the budget presented is typical of previous years highlighting front end expenditures such as the Annual Business Meeting, the Annual Report, and committee meetings which level out as the year progresses.

### **FY 2017 Quarterly Meetings**

- Chair Barrett presented the 2017 quarterly meeting dates for: January 24, April 25, and July 25 at 11:30 a.m. EST. The Finance Committee concurred with the projected dates and time.

### **Old Business**

There was no old business.

### **New Business**

There was no new business.

### **Adjourn**

- **Chair Barrett adjourned the meeting by acclamation at 11:53 a.m. EST.**