

FIRST 5 COMMISSION OF SAN DIEGO
1495 Pacific Highway, Suite 201 MS A-211
San Diego, CA 92101-2417
(619) 230-6460

Members Present:

Fred Baranowski, Chair
Nedra Bickel
Rob Castetter
Brian Hagerty

Staff Present:

Kimberly Medeiros, Executive Director
Martin Cherry, Operations Manager
Victor Crandall, Fiscal Manager
Petra Montiel, Administrative Secretary

Members Excused:

David Smith
Andy Pease, Vice Chair
Roger Gordon

Finance Committee Meeting Minutes
for March 12, 2013

1. Call to Order

Chairman Baranowski called the Finance Committee meeting to order at 9:00 a.m. He asked the members to introduce themselves.

2. Opportunity for Public Comments

There were no public comments received.

3. Recusal Reminder

Chairman Baranowski reminded the Finance Committee Members to recuse themselves from voting on any agenda items that have a real or perceived conflict of interest.

4. Approval of Finance Committee Meeting Minutes from January 15, 2013

ON MOTION OF member Bickel, seconded by member Hagerty, the Committee approved the minutes for the January 15, 2013 meeting.

AYES: Baranowski, Bickel, Castetter, Hagerty
ABSENT: Pease, Gordon
ABSTAIN: None
NOES: None

5. Commission Financials - February 28, 2013

Member Castetter asked staff about the mechanics of the Operating Funds vs. the Reserve Funds and their relationship to cash flow.

Staff member Cherry explained how the two funds are connected and their affect on cash flow.

The Committee reviewed and discussed the Balance Sheet as of February 28, 2013.

ON MOTION OF member Hagerty, seconded by member Bickel, the Committee approved the Balance Sheet as of February 28, 2013.

AYES: Baranowski, Bickel, Castetter, Hagerty
ABSENT: Pease, Gordon
ABSTAIN: None
NOES: None

6. Proposed Fiscal Year 2013-14 Operating Budget

The Finance committee received and reviewed the proposed Fiscal Year 2013 – 14 Operating Budget and revised Financial Spending Plan.

ON MOTION OF member Castetter, seconded by member Hagerty, the Committee approved the proposed Fiscal Year 2013 – 14 Operating Budget and revised Financial Spending Plan.

AYES: Baranowski, Bickel, Castetter, Hagerty
ABSENT: Pease, Gordon
ABSTAIN: None
NOES: None

7. Executive Director Report

Executive Director Medeiros reported the following:

- General Services states that First 5 will have to provide parking for its staff causing an increase of roughly \$200.00 a month per employee. The lease at the current facility will expire in June 2013. Sites that are being considered for a possible relocation are Liberty Station, the Procopia Building, and Symphony Towers.
- Assistant Executive Director Gloria Corral-Terrazas is out on leave and will return to work by the end of May.

8. Future Agenda Items

- Third Quarter Budget Projection for FY 2012 – 13.

9. Adjournment

Chairman Baranowski adjourned the meeting at 9:54 a.m. to reconvene on April 16, 2013.