

**FIRST 5 COMMISSION OF SAN DIEGO**  
9655 Granite Ridge Drive, Suite 120, MS A-211  
San Diego, CA 92123  
(858) 285-7710

## **FINANCE COMMITTEE MEETING MINUTES**

May 5, 2025

**Members Present:**

Charissa Japlit, Vice Chair  
RC Kinzly  
Julie Bjerke

**Staff Present:**

Alethea Arguilez, Executive Director  
Fortune Cheng, Fiscal Manager  
Karen Hays, Executive Admin

**Members Absent:**

Ricardo Macedo, Chair  
Tracy Drager

**1. Call to Order**

Vice Chair Japlit called the Finance Committee meeting to order at 11:08am.

**2. Opportunity for Public Comments**

None

**3. Recusal Reminder**

Vice Chair Japlit 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 April 1, 2025.**

**ON MOTION OF Member Bjerke, seconded by Member Kinzly, the Committee approved the minutes for the April 1, 2025 meeting.**

**AYES:** Japlit, Kinzly, Bjerke

**ABSENT:** Macedo, Drager

**ABSTAIN:** None

**NOES:** None

**5. Commission Financials Approval**

The Committee was asked to approve the Balance Sheet as of March 31, 2025, and the 3<sup>rd</sup> Quarter Statement of Revenues & Expenditures, including Budget Projections for FY 2024 – 2025.

**ON MOTION OF Member Bjerke seconded by Member Kinzly, the Committee approved the Balance Sheet as of March 31, 2025, and the 3<sup>rd</sup> Quarter Statement of Revenues & Expenditures, including Budget Projections for FY 2024 - 2025.**

**AYES:** Japlit, Kinzly, Bjerke

**ABSENT:** Macedo, Drager

**ABSTAIN:** None

**NOES:** None

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### **6. Executive Director Report**

Executive Director Arguilez provided an update on the following issues affecting the Commission:

- ED Arguilez shared with the Committee members that First 5 CA provided revised revenue projections on April 17, 2025 that demonstrate a reduction of approximately \$1.8M per year in FY24/25 and a reduction each year of approximately \$1.9M to 1.6M through FY28-29.
- As a result of this update, the Commissions Financial Spending plan reflects a conservative plan to ensure that we can sustain our commitments.
- ED Arguilez requested that the committee members come prepared with some candidate recommendations from the community with an accounting and/or finance background that can be a possible new member of the Finance Committee. This will be discussed at the September 18<sup>th</sup> meeting.

### **7. Future Agenda Items**

- FY 2024-25 independent CPA Audit Approval
- Report on the FY 2024 – 25 year-end actual expenses and revenues
- New committee member discussion

### **8. Adjournment**

Vice Chair Japlit adjourned the meeting at 11:52am to reconvene on September 18, 2025.

Notes by Karen Hays