



Audit/Finance Committee Meeting
Monday, April 24, 2023 - 5:00 pm
via Zoom

MINUTES

Committee Members Present: Alfred Mae Drakeford (Chairman), Kevin Johnson, Jim McCain, Vivian McGhaney, Dwight Stewart, Chuck Wilson, Earl Wilson

Committee Members Not Present: Grady Brown, David Weeks

Guest(s): none

Staff Present: Areatha Clark, Dennis Cyphers, Rachel Katorkas

1. **Welcome and Call to Order** - Chairman Alfred Mae Drakeford called the meeting to order at 5:02pm.
2. **Invocation and Pledge of Allegiance** - Chairman Drakeford provided the invocation and Mr. Jim McCain led the Committee in the Pledge of Allegiance.
3. **Determination of Quorum** - Chairman Drakeford verified that a quorum was present.
4. **Adoption of Agenda** - Chairman Drakeford entertained a motion to approve the agenda. A motion was made by Dwight Stewart and seconded by Jim McCain. All were in favor and the motion passed unanimously.
5. **Adoption of Previous Meeting Minutes** - Chairman Drakeford entertained a motion to approve the previous meeting minutes from April 10, 2023. A motion was made by Mr. McCain and seconded by Mr. Stewart. All were in favor and the motion passed unanimously.
6. **Discussion & Recommendation of Budget Proposals** -
FY22-23 Budget Amendment: As the proposed FY22-23 Budget Amendment was presented at the previous meeting, Rachel Katorkas asked if there were questions regarding the proposal from committee members. Mrs. Katorkas also informed the board that written justifications/explanations were included in the board packet for the budget proposal. There being no questions, Chairman Drakeford entertained a motion to recommend to the Board approval of the proposed FY22-23 Budget Amendment. A motion was made by Mr. Stewart and seconded by Mr. McCain. All were in favor and the motion passed unanimously.

FY23-24 Budget: Mrs. Katorkas brought to the attention of the Committee that one change was made to the proposed Budget for FY23-24 from what was presented at the previous meeting, and that was to add an estimate for janitorial services for the annex location. That increased the budget by approximately \$3,000. Mrs. Katorkas also informed the board that written justifications/explanations were included in the board packet for the budget proposal. As the remainder of the proposed FY23-24 Budget was presented at the previous meeting, Mrs. Katorkas asked if there were questions regarding the proposal from committee members. Chairman Drakeford asked Senator Johnson for an update on the state's budget process and potential state appropriations to the COGs. Senator Johnson stated that at this point the House is working on the budget. Chairman Drakeford then asked Mr.

Cyphers what the additional state appropriations would be used for. Mr. Cyphers stated that it would go into our General Fund. Chairman Drakeford then asked about state funding for a new building. Senator Johnson stated that a formal request would need to be made which was not done for this budget cycle. Mr. McCain and Mr. Cyphers then discussed the possibility of Sumter County being involved by owning the new property. Senator Johnson stated that it's typically easier to get state funding for new furniture and equipment to put into a building once one has been purchased or built than to get funding for the building itself. Mr. Cyphers discussed the lease of the Calhoun St (annex) building and the work that is being done to renew it. There being no other questions, Chairman Drakeford entertained a motion to recommend to the Board approval of the proposed FY23-24 Budget. A motion was made by Mr. McCain and seconded by Mr. Stewart. All were in favor and the motion passed unanimously. Senator Johnson said he would make contact with House members regarding additional funding for the COGs.

7. **Executive Director's Update** - Mr. Cyphers addressed the projected negative balances reflected in the budget for Government Services and Workforce. Much of the shortfall for Government Services will be addressed once projects are in place for the HOME program and new Technical Assistance agreements are signed. Regarding Workforce, Ms. Areatha Clark has been working to pull in some additional grant funding. Workforce continues to receive decreases to its allocations each year. We have requested additional funding for our Workforce program from state legislators. Being one of the smallest COGs in the state, funding cuts hit us particularly hard. We will keep advocating for additional funding for Workforce. Mr. Cyphers said that he would keep the Committee updated on changes we might see in this area ahead of time.
8. **Chairman's Remarks** - Chairman Drakeford asked staff about the status of the audit. Mrs. Katorkas stated that the auditors submitted a draft of the audit report for review. The review will be completed and items for correction will be sent back to the auditors. We are unsure of how long that will take, but hopefully it will take under one week to finalize.
9. **Adjournment** - The committee meeting adjourned at 5:28pm.

Respectfully Submitted,



Rachel Katorkas
Finance Director