

EXECUTIVE COMMITTEE MEETING

Monday, August 14, 2017
8:30 – 10:00 a.m.
Yuba County One Stop
1114 Yuba Street, Suite 201 Marysville, California

APPROVED MINTUES

1. Call to Order at 8:35am

Members Present: Sally Sokoloski, Melinda Staples, Robin Timoszyk & Analicia Perez

2. Approve Meeting Minutes from May 30, 2017

The Committee reviewed and approved the minutes from May 30, 2017.

3. Operational Issues- Discussion/Action

- a. **Discuss Status of Annual Audit-** *Our auditor Jensen Smith will come on September 5, 2017 and Cynthia Sodari will assist via email. The chair is asked to fill out the questionnaire for the auditor.*
- b. **Small County Summit September 25-26, 2017-** *The Chair and Vice Chair approved Robin attending the Small County Summit in September.*
- c. **2017 Association Summit November 13-15-** *Robin will not attend this conference due to our travel expenses.*

4. Program Issues- Discussion/Action

- a. **Request from Family Soup for budget adjustment-** *Cindy Chandler the Executive Director of Family Soup wanted to make an adjustment to their 17-18 budget because they will have extra funds due to the lower salary change of new staff. They want to rearrange the fund line items and discuss the format so it more closely aligns with their other grants. This information will be provided to the Commission at the next Commission meeting.*
- b. **Status of Final 16-17 Strategic Partner and Mini Grant invoices-** *Reports from 16-17 have been finalized and mini-grants we are waiting on the final invoice from Tri-Counties Breastfeeding Alliance.*
- c. **Update on Annual Report-** *ASR is evaluating our annual report and are reporting the data demographics from our providers.*

5. Agenda Setting for Commission Meeting August 24, 2017

The potential items for the agenda will be approving the minutes, update on Ad-Hoc Committee, have mini-grant presentation, and the monthly report.

6. Public/Additional Comments- None

7. The meeting was adjourned at 9:20am