



Finance Committee Meeting Minutes Tuesday, March 27, 2018

Call to order

Tedi Rowland, Treasurer, called the meeting to order at the administrative offices of Developmental Disability Services of Jackson County -eitas, 8511 Hillcrest Rd, Suite 300, Kansas City, Missouri on March 27, 2018, at 5:40 pm.

Attendance

Attendees included: Anita Parran, Tedi Rowland, Lisa Honn, Tammy Kemp, George Mitchell, Denise Talbert, Board members. Jake Jacobs, Tom Holcomb, Sylvia Greene, Kristen Yates Staff. Brent Wilson and Holly Perez, Auditors, Kelly Logan JobOne, Guest.

Financial Report

Brent Wilson and Holly presented a draft of the Financial Statement.

Mr. Wilson will cover the statements. Mr. Wilson will issue from a report perspective a qualified and modified opinion, which is the highest level of assurance they can provide.

Ms. Perez presented the draft of balance sheet. Ms. Perez pointed out that total assets being just over \$27M for both 2016 and 2017. She then pointed out the total current assets is just over \$15M at the end of 2017 and just under \$15M in 2016. Most of this comprised of cash and cash equivalents, CD's and receivables for tax revenue. Ms. Perez moved on to total liabilities of \$2.7M, this is down from \$3.1M from last year. We have about \$1M in current liabilities and \$1.7M in long term liabilities.

The total fund balance of just under \$24.4M. This is made up of unrestricted net assets and temporarily restricted net assets. Ms. Perez pointed out the change to the operating reserve, it was \$3.8M and it was decreased to \$1.8M. Ms. Perez explained that a temporarily restricted fund is pertaining to grant money that has not been spent.

Ms. Perez moved on to the statement of revenues, expenses and changes to the fund balance. This year there is an increase of just shy of \$50K to the balance, compared to \$328K last year. That is comprised of the decrease in the temporarily restricted net assets of \$57K and the change to the unrestricted assets of \$105K. Revenues in support of just over \$16M and total expenses of \$15.9M.

Ms. Perez moved to statement of cash flows. We had an net increase to cash and cash equivalents of \$291K, from day to day there was an increase of cash flow of \$1.3M, part of that, \$933K was invested back into the organization. There was a decrease due to payments on financing of \$117K. Net change in cash of almost \$300K. Largest part of the change of operating cash flow has to do with the timing of receivables. Ms. Perez noted that the property and equipment notes are very consistent year after year, no major changes. Ms. Perez reported that no adjustments were made.

The audit package reveals that standard communications are good, no disagreements with management, no deficiencies regarding internal controls. Security risks is an area to keep a higher awareness including personal training, evaluate policies, email related.

New Business

None

Old Business

None

Meeting adjourned 6:04pm Tedi Rowland.