Approved Action Minutes

# REGIONAL GOVERNMENT SERVICES AUTHORITY
# FINANCE COMMITTEE MINUTES
# DECEMBER 5, 2013

The Finance Committee of the Regional Government Services Authority held a regular meeting on December 5, 2013 at San Rafael City Hall, 1400 Fifth Street, San Rafael, CA 94901. The meeting was called to order at 2:54 p.m.

**1. CALL TO ORDER**

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| Members Present: | Dan Schwarz, Member |
| | Ken Nordhoff, Member, meeting facilitator |
| Members Absent: | Herb Pike, Chair |
| Other Attendees: | Nancy Mackle, Board Member |
| | Julie Carter, Alternate Board Member |
| | Richard Averett, Executive Director |
| | Jennifer Bower, Director of HR |
| | Glenn Lazof, Deputy Chief Financial Officer |

**2. CHANGES TO THE ORDER OF AGENDA** - None

**3. APPROVAL OF CONSENT AGENDA**

A. Approval of **August 22, 2013** Minutes

**Action:** Moved and seconded (Schwarz/Nordhoff) and carried unanimously to approve consent agenda.

**4. TREASURER'S REPORT**

A. 2013 Preliminary Financial Reports

**Information:** Deputy Chief Financial Officer Lazof summarized the report, noting that updated preliminary combined net equity is only $18,000 less than the August projection. He also stated that audited FY2013 financial statements are expected to be ready in January, will be distributed when ready, and agendized for approval at the February meetings. The primary reason for the delay in finalizing was additional reconciliations required to clear balance sheet items, some from prior fiscal years.

**5. OLD BUSINESS** - None

**6. NEW BUSINESS**

A. Select Replacement Vice-Chair

**Action:** Member Nordhoff offered to serve as Vice-Chair to replace retiring Vice-Chair Pattillo. There being no other nominations, the nominations were closed and Member Nordhoff was unanimously selected as Finance Committee Vice-Chair.

**7. PUBLIC COMMENT** - None

**8. ADJOURNMENT** – The meeting adjourned at 3:06 p.m. The next regular meeting is scheduled for February 27, 2014 at 1:00 p.m. in Walnut Creek.