

FRANK D. LANTERMAN REGIONAL CENTER

Administrative Affairs Meeting

March 13, 2012

MINUTES

PRESENT

Marjorie Heller, Chair
John Gilbertson
Al Marsella
Chris Scali
Chris Kearley
Robert Wedemeyer

STAFF

Patrick Aulicino
Barry Londer

NOT PRESENT

Larry DeBoer
Dina Richman
Ed Solis

CALL TO ORDER

The meeting was called to order by Ms. Heller at 12:02 PM.

APPROVAL OF MINUTES

The minutes of February 14, 2012 were reviewed and approved by consensus.

CHAIRPERSON'S REPORT

There was no report.

CHANGES TO TAX RETURN

Mr. Aulicino informed the Committee that in their packets was a copy of the revised tax return with the changes that were suggested at last month's meeting. He reported that he and Mr. Londer had carefully reviewed the revised document.

Mr. Kearley moved to accept the revised tax return as presented and send them to the Board for approval. Mr. Wedemeyer seconded the motion and it was passed unanimously.

BUDGET UPDATE

Mr. Aulicino reported that he included two reports in the packet from the Legislative Analyst's Office on the 2012-13 Budget. He advised the Committee that there have not been any significant budget updates.

GENERAL AND ADMINISTRATIVE COSTS

At the Committee's request from the prior month, Mr. Aulicino included a summary of what makes up the General and Administrative costs in the financial statements and reviewed it.

Discussion followed.

PERSPECTIVES FILMS FESTIVAL FUNDS

Mr. Aulicino provided a brief history of the Perspectives Film Festival funds and the California Community Foundation quarterly statement in the packet. He explained that currently there are \$31,317.22 excess funds from the prior Perspectives festival in the donation account. Mr. Aulicino is recommending moving those funds from the donation account to the Lanterman Funds at the California Community foundation. The funds would be available to support future events as authorized by the Board. Discussion followed.

Mr. Kearley made a motion to recommend that the Board approve the transfer of Perspective Films Festival funds from the donation account to the California Community Foundation. Mr. Wedemeyer seconded the motion and it was passed unanimously.

OVERVIEW OF PREVENTION RESOURCE AND REFERRAL (PRRS) PROGRAM

Mr. Aulicino reported that as part of the trailer bill language, the Center has entered into a small contract to run the Prevention Resource and Referral Program (PRRS). He provided a summary of the contract to the Committee. He added that how the regional centers conduct prevention activities has changed considerably over the past few years with various trailer bill revisions.

There will be a small change reflected in the financial statements to account for the proper deployment of staff. Discussion followed.

DISCUSSION OF FINANCIAL STATEMENT FORMAT

Ms. Heller handed out a set of reformatted financial statements that she had prepared and asked the Committee to compare these with the current financial statement format. After reviewing both financials, the Committee agreed to revise the current graph page by adding prior year information for both OPS and POS and some narrative on that page for the closed fiscal years as well. These revisions will be brought to the Committee next month to review and recommend to the Board.

REVIEW OF FINANCIAL STATEMENTS

Mr. Londer reviewed the financial statements through the month of January 31, 2012.

Fiscal Year 11-12

In Operations (main contract), we have spent 54.3% of our C-2 budget allocation. In purchase of Services (main contract), we have spent 54.4% of our C-2 budget allocation, before we add in projected late bills. Including projected late bills, we have spent 57.1% of our C-2 allocation.

Fiscal Year 2010-11

This month we recorded \$36,034 in Operations and \$36,179 in Purchase of Services (main contract). To date we have spent 98.7% of our Operations budget and 97.7% of our Purchase of Services budget (main contract). We are currently expecting a negligible surplus in Operations (main contract), and about a \$2 million surplus in Purchase of Services (main contract), due to substantial cost savings, minimal client caseload growth, and following the relinquishment of some excess funds.

Fiscal Year 2009-10

This month we recorded \$795 in Purchase of Services. To date we have spent 98.9% of our Operations budget and 96.1% of our Purchase of Services budget (main contract). We are currently expecting a negligible surplus in Operations (main contract), and a surplus of about \$3.9 million in Purchase of Services.

Discussion followed.

For the current fiscal year, the Center is projecting a surplus in POS of between \$1.3 to \$1.9 million.

NEXT MEETING

The next meeting is scheduled on April 10, 2012.

ADJOURNMENT

The meeting was adjourned at 1:43 P.M.

/gs