

**Frank D. Lanterman Regional Center**

**Administrative Affairs Committee**

**November 8, 2022**

**MINUTES**

**PRESENT**

Larry DeBoer, Chair  
Marjorie Heller  
Jack Gilbertson  
Mark Higgins  
Al Marsella  
Lili Romero-Riddell

**NOT PRESENT**

Allison Fuller  
Dr. Tony Stein

**STAFF**

Jennifer Ball  
Kaye Quintero  
Melinda Sullivan

**CALL TO ORDER**

The meeting was called to order at 12:01 P.M. via Zoom.

**REVIEW OF MINUTES**

The minutes of October 11, 2022 were reviewed and approved by consensus.

**CHAIRPERSON'S REPORT**

Mr. DeBoer reported that the 2022-23 operations budget and staffing plan was reviewed and approved by the Board of Directors.

**WELCOME JENNIFER BALL**

Ms. Quintero introduced Ms. Jennifer Ball, Lanterman's new Controller, and the committee introduced themselves.

## **REVIEW OF FINANCIAL STATEMENTS**

### **CASH FLOW**

Ms. Quintero stated that we are projected to have \$57,690,264 available at the end of January 31, 2023.

Ms. Quintero reviewed the financial statements through September 30, 2022.

#### *Fiscal Year to date 2022-2023 (D-1)*

In Operations (main contract) we have spent \$7,442,112 (22.0% of budget). In Purchase of services (main contract) we have spent \$56,837,985 before we add late bills. Including projected late bills, we will have spent \$62,224,104 (17.9% of budget).

#### *Fiscal Year 2021-2022 (C-3)*

This month we recorded \$620,270 in OPS and \$1,200,638 in POS. To date, we have spent 93.6% of our OPS and 89.2% of our POS allocations.

#### *Fiscal Year 2020-21 (B-5)*

This month we recorded \$30,996 in OPS and \$115,631 in POS. To date, we have spent 99.1% of our OPS and 98.9% of our POS allocations.

## **CALIFORNIA COMMUNITY FOUNDATION UPDATE**

Ms. Quintero presented a summary of the California Community Foundation activity for the third quarter of 2022. There was a loss of \$54,500 and no other activity. The total balance is \$1.36M and of that \$929,000 is available for spending.

## **REVIEW OF DONATION AND RELATED ACCOUNTS**

Ms. Quintero reviewed the donation account and stated the activity for the quarter was primarily deposits for a total of \$12,096.50. Approximately half is from voluntary employee deductions and we also received a donation from the Nancy Barton Foundation of \$5,000. There was one disbursement for client assistance.

In the KYRC fund the activity this quarter has been an expense out of Fred MacMurray fund used for salaries and benefits for staff assigned to the KYRC.

Mr. Marsella reported that they had a meeting and approved \$40,000 for the Strong Beginnings fund and \$5,000 for Holidays are for Sharing (HAFS).

## **NEXT MEETING**

The next meeting is scheduled on January 10, 2023.

## **ADJOURNMENT**

The meeting was adjourned at 12:24 P.M.

/gs