

Frank D. Lanterman Regional Center

Administrative Affairs Committee

February 14, 2017

MINUTES

PRESENT

Mark Higgins, Chair
Jack Gilbertson
Marjorie Heller
Dina Richman
Jim Simonds
Dr. Tony Stein
Al Marsella

STAFF

Patrick Aulicino
Karem Chacana
Barry Londer
Melinda Sullivan

NOT PRESENT

Greg Schafer

CALL TO ORDER

Mr. Higgins called the meeting was called to order at 12:05 P.M.

REVIEW OF MINUTES

The minutes of January 10, 2017 were reviewed and approved by consensus.

CHAIRPERSON'S REPORT

Mr. Higgins reported that the board approved the independent audit and the tax return, which included the item that the committee had requested be amended.

HOLIDAYS ARE FOR SHARING REPORT

Ms. Karem Chacana presented an overview of the 2016 Holidays Are For Sharing campaign. The committee received a summary of the past 3 years. She highlighted that the increase in

donations is partially due to a change in the website regarding a donation alert. The Committee inquired about the Adopt A Family program and discussion followed.

ANNUAL REPORT-ADMINISTRATIVE SERVICES DIVISION

Mr. Aulicino reviewed the administrative services division report for 2016.

ANNUAL REPORT OF THE ADMINISTRATIVE AFFAIRS COMMITTEE

Mr. Aulicino reviewed the report for the 2016 Administrative Affairs committee. He thanked the committee for their efforts.

CALIFORNIA COMMUNITY FOUNDATION UPDATE

Mr. Londer reviewed the recent statement from the California Community Foundation. Discussion followed.

The committee would like to add some benchmarks to the periodic reviews and Mr. Londer will bring this to the next meeting.

The committee asked if the center is planning to spend the money soon and in what. Ms. Sullivan reported that a priority is housing, but this will not happen anytime soon.

REVIEW OF FINANCIAL STATEMENTS

CASH FLOW: Mr. Londer reported that we are projecting that there will be a little under \$22 million at the end of April. In May we can expect some offset against our claim.

Fiscal Year 2016-17 (C-1)

In Operations (main contract) we have spent \$9,652,666. In Purchase of Services (main contract), we have spent \$71,159,451 before we add late bills. Including late projected bills, we will have spent \$73,497,292.

Fiscal Year 2015-2016 (B-2)

This month we recorded \$8,490 in OPS and \$363,383 in POS. To date, we have spent 99.1% of our OPS and 98.8% of our POS allocations. We are currently projecting surpluses in both OPS and POS.

Fiscal Year 2014-2015 (A-4)

This month we recorded \$82,884 in POS. In total, we have spent nearly 100.0% of our OPS allocation, and slightly over 100.0% of our POS allocation. We are currently projecting a negligible surplus in OPS, and a slight deficit in POS, which we expect to be funded by DDS.

KYRC Donation Account Summary

Mr. Londer reviewed the summary of donations. He explained that the Help Fund money is available year round and gift certificates are available for families in need.

NEXT MEETING

The next meeting is scheduled on March 14, 2017.

ADJOURNMENT

The meeting was adjourned at 1:06PM

/gs