



Reschedule Date for May 2019 Executive Committee Meeting Agenda

📅 Mon June 3rd, 2019

🕒 3:00pm - 4:00pm EDT

📍 Teleconference

GoToMeeting Link:

<https://global.gotomeeting.com/join/922656741>

You can also dial in using your phone.

United States (Toll Free): [1 866 899 4679](tel:18668994679)









United States: [+1 \(571\) 317-3116](tel:+15713173116)

Access Code: 922-656-741

I.	Opening	JR HARDING	
a.	Call to Order	JR HARDING	
b.	Roll Call and Establishment of Quorum	MEGAN GERMAIN	
c.	Verbal Authorization to Begin Recording	MATT HOLLOWAY	
II.	Agenda	JR HARDING	
a.	Approval of the Agenda		
III.	Minutes from Prior Meeting	JR HARDING	5 mins
	📄 2019 02 Minutes		
IV.	Old Business	JR HARDING MICHAEL DANIELS	20 mins
a.	Policies Needing Executive Committee Approval	JR HARDING	
	📄 203 Joint Ventures Policy		
	📄 202 Conflict of Interest Policy		
	📄 201 Risk Management Policy		





- b. **Recommended Actions for IV a.** JR HARDING 5 mins
1. **Motion to forward policies as is for Board approval.**
 2. **Motion to forward policies as is for Board approval, as amendment.**
 3. **Table policies for next meeting. Additional editing needed.**

- c. **Policies Needing Reviewed** MICHAEL DANIELS 5 mins
1. **Group 3**
 2. **Group 4**
 3. **Group 5**
 4. **Group 6**
 5. **Group 7**

- d. **Membership** JR HARDING 5 mins
1. **Eight Applicants Needing Interviewed**
One interview scheduled.
 Carlos Montas Application
 2. **Applications**
 Mina Beshay Application
 Brian Nerland Application
 Renee Proctor Application
 Marian Birdsall Application
 Eddie Hall Application
 Brande Shelton Application
 Shavaughn "Chevy" Barnes

- e. **SOP for Applicant Interviews and Recommended Actions** MICHAEL DANIELS 5 mins
1. **Motion to approve BOD SOP 400 Applicants**
 2. **Motion to approve BOD SOP 400 Applicants as amended**
 3. **Table SOP for next meeting. Additional editing needed.**

V. **Standing Items** PAUL TOBIN 20 mins

- a. **Financials** PAUL TOBIN 20 mins
-  April 2019 Profit & Loss Summary by Month
 -  April 2019 Profit & Loss Detail
 -  042019 Financial Statements
 -  April 2019 Balance Sheet
 -  April 2019 Accounts Receivable

VI. New Business

JR HARDING 10 mins
WHITNEY HARRIS

a. Policy 214 Operating Reserve

WHITNEY HARRIS 5 mins

1. **Setting the Minimum Amount - How many quarters?**
2. **Target Minimum - 25% of Minimum Amount**
3. **Confirmation**

Reserve noted on financial reports as "Board Designated Operating Reserve"

Funds are in a segregated investment account.

The Capital City Bank account is the segregated bank account

b. ITN for Audit Services per 215 Federal Funds Procurement Policy

WHITNEY HARRIS

1. **Goal is to have three firms respond to ITN.**
2. **Goal is to send ITN to at least two Minority & Women Business vendors**
3. **Cost and Price Analysis**

Will include FFAST audit expenditures for the last five years.

Will request from three to five statewide non-profit disability organizations approximate audit expenses.

4. **Goal Date to Issue ITN: August 31, 2019**
5. **Sample ITN**

 Sample Invitation To Negotiate

c. Recommended Actions

JR HARDING 5 mins

1. **Co-Chair to establish an ad hoc committee of three members to review ITN.**
2. **Treasurer will be chair and select two additional members.**
3. **Comptroller and Director of Operations will be staff assigned to the ad hoc committee.**

VII. Closing

JR HARDING 5 mins

a. Public Comment

JR HARDING

b. Date of Next Meeting

MICHAEL DANIELS

1. **Date: June 24, 2019**
2. **Time: 3:00 to 4:30**
3. **GoToMeeting Information <https://global.gotomeeting.com/join/272713277>**
4. **Toll Free Number: 1 866 899 4679**
5. **Access Code: 272-713-277**

c. **Adjourn**