



# Franklin Regional Council of Governments

## Finance Committee — *MINUTES*

Date /Time:	Wednesday, January 19, 2022 at 5:00 p.m.
Location:	Open meeting accessed remotely on Zoom by video, or by telephone
Facilitators:	<b>Michele Giarusso</b> , Chair

### Finance Committee Attendees:

- **Michele Giarusso, Chair**, Leyden
- **Jay DiPucchio**, Regionally-Elected Rep
- **Ellen McKay**, Shutesbury
- **Lynn Sibley**, Whately
- **Kevin Fox, Vice Chair**, Colrain
- **Kayce Warren**, Deerfield (5:28 p.m.)

### Staff and Guest Attendees:

- **Linda Dunlavy**, Executive Director
- **Phoebe Walker**, Dir Community Svcs
- **Bill Perlman**, Executive Committee Chair
- **Claire McGinnis**, Finance Director
- **Rebekah Boyd**, Admin Services Coordinator

### 1. Review and adopt 1.13.22 minutes

At 5:11 pm, Michele called the meeting to order. The minutes from the 1.13.22 meeting were not yet available for review.

### 2. Review FY23 Draft Budget Proposal

Claire explained that she'd made the changes to the budget recommended by the committee at the previous week's meeting. She cleaned up budget areas, and incorporated the amendment to the Cooperative Public Health Service (CPHS) program budget and the revised rent line items. Members perused the proposal and examined the following tables:

- Regional Administration budget breakdown by program
- Assessments for Membership and Municipal Programs for FY23 (draft)
- Change in EQV for Franklin County Towns
- Regional and Statutory Assessments for FY23 Budget (draft)

Members expressed approval for the budgetary changes made as discussed, and for the ease with which they could now read the CPHS budget.

**Jay moved to recommend the FY23 Budget Proposal to the Council of \$4,541,660, of which \$2,618,900 is Regional Administration in the general fund and \$1,922,760 is the sum of the municipal fee-for-service programs. Kevin seconded the motion, which passed with all in favor by roll call vote.**

### 3. Full Council meeting preparation

Committee members reviewed the draft slideshow presentation planned for the Council meeting and assisted staff with its completion. They discussed the sequence of topic presentation, best responses to potential questions, and the need for FRCOG Personnel and Finance Committee members to be leaders in the budget discussion.

#### **4. Business not reasonably anticipated 48 hours in advance of meeting**

No business was discussed.

**Lynn moved to adjourn the meeting at 6:07 p.m. Michele seconded the motion, which passed unanimously by voice vote.**

#### **DOCUMENTS DISTRIBUTED and PRESENTATIONS VIEWED:**

- Agenda
- *FY23 Budget Proposal*, revised
- *Draft of Assessments for Membership and Municipal Programs for FY23*
- *Change in EQV for Franklin County Towns*
- *Draft Regional and Statutory Assessments for FY23 Budget*
- *Suggested Finance Committee Motions* memo, dated Jan 19, 2022

*Minutes taken by Rebekah Boyd.*