

LIVERMORE AREA RECREATION AND PARK DISTRICT

FINANCE COMMITTEE

**DRAFT** MINUTES

Monday, September 21, 2020  
1:30 PM

*NOTICE: Coronavirus COVID-19*

*In accordance with Governor Newsom's Executive Orders, members of the Livermore Area Recreation and Park District Committee Members and staff participated in this meeting via Zoom teleconference. In the interest of maintaining appropriate social distancing, members of the public also participated in this meeting electronically.*

Committee Members Present: Maryalice Faltings, Philip Pierpont

LARPD Staff Present: Jeffrey Schneider, Allie Ikeda, Fred Haldeman, David Weisgerber, Joseph Benjamin, Julie Dreher, Linda VanBuskirk, Lynn Loucks, Michelle Newbould, Nancy Blair, Patrick Lucky, Robert Sanchez, Stacey Kenison, Vicki Wiedenfeld

Others Present: Stacey Swanson

**1. Call to Order:** Committee Chair Faltings called the meeting to order at 1:32 p.m.

**2. Public Comment:** There were no comments from the public.

**3. August Preliminary Actual Results: (Discussion)**

Administrative Services Manager Jeffrey Schneider presented a report on the August 2020 Preliminary Actual Results. He reported that in August the District achieved better than budgeted results.

- Revenues are \$82k below budget.
- Salary and Benefit expenses are \$60k better than budget despite absorbing \$46k of estimated unemployment expenses.
- Services, Supplies, & Capital are \$46k better than budget.
- Net Operating Results total (\$1,090k), which is \$23.7k better than the Approved Budget, though (\$89k) poorer than less than this same time last year.

ASM Schneider proposed that moving forward the Finance team will produce actuals through month end and provide an updated total year forecast each quarter. Each new quarterly forecast will be used to gauge actual results going forward.

- Director Pierpont suggested a quarterly revised forecast – plus – the original approved budget quarter for comparison.

This was discussion only and no committee recommendations were made nor action taken.

**4. Matters Initiated:**

- a) ASM Schneider announced that the auditors will be coming to the RLCC on October 5-6, 2020. Due to the auditor's schedule, their findings will be brought to the full board during the December meeting.

**5. Adjournment:** The meeting was adjourned at 1:52 p.m.