

Committee Name:	Finance Committee		
Committee Chair:	Jeanne Ensign (on leave; Guy Davis chairing)	Vice Chair:	Guy Davis
Minutes recorded by:	Elyce Dilworth	Meeting date:	February 11, 2020

Motions Passed:

1. MSA to ratify the minutes of the Finance Committee meetings held at the 2019 Convention.

Number of Committee Members Present:	11	Absent:	2	Number of Others Present:	0
Committee Members Present: Guy Davis (Vice Chair), Tom Boak, Ashley Braniecki, Ralph Davis, Elyce Dilworth, Phil Dodson, Jill Gellatly, Homer Lane, Laura Winslow, Teddy Decker (Treasurer, Ex-Officio), Susan Kuhlman (CFO, Ex-Officio)					
Committee Members Absent: Jeanne Ensign, Brandon Franklin					
Others Present: None					

Minutes

The conference call meeting was called to order at 8:00 pm EST.

1. Guy Davis (acting chair) welcomed committee members and asked everyone to introduce themselves. There were no conflicts of interest declarations regarding the agenda.
2. Approval of Meeting Minutes from Convention: The minutes of the Finance Committee meetings held at the 2019 Convention were ratified.
3. Updates: The chair reviewed the agenda for the meeting which included a review of the various subcommittees, their progress to date and tasks to be accomplished in 2020.
4. FOG Subcommittee: Members – Guy (chair), Teddy, Susan, Jeanne. Guy provided an update of the work done in 2019 and outlined the tasks to be accomplished in 2020. Ashley and Brandon will be added to this subcommittee.
5. Program Performance Metrics Subcommittee: Members - Phil (chair), Ralph, Homer, Laura, Susan, Dawson, Jeanne/Guy. Phil provided an update noting that the subcommittee did not meet in 2019 due to the priority of other projects. After further discussion, it was decided the subcommittee would remain on hold in 2020, again due to the priority of other projects.
6. Budget Modernization Subcommittee: Members - Phil (chair), Tom, Ralph, Jill, Susan and Jeanne/Guy. Phases 1 and 2 of the budget modernization project are complete. With only the last phase remaining, it was proposed that the Budget Modernization subcommittee join the Budget Presentation subcommittee. Both subcommittee chairs agreed with Homer serving as chair of the combined committee.
7. Budget Presentation Subcommittee: Members - Homer (chair), Phil, Ralph, Jeanne/Guy. This subcommittee will combine with the Budget Modernization Subcommittee with Tom, Jill, Susan and Teddy joining the subcommittee.
8. SSL Policy Recommendations Subcommittee: Guy provided an overview of the subcommittee's goals and noted the Swimming Saves Lives Committee was responsible for the oversight of SSL. Susan discussed some of the complexities of SSL administration. Rather than forming a subcommittee, Ralph proposed that Susan and Teddy work with the leadership of the SSL Committee and keep the Finance Committee apprised of developments. After further discussion, the FC agreed with the proposed format.
9. Risk Matrix Development Subcommittee: Sample templates have been requested from USMS's auditors. Guy noted that updates to the disaster recovery plan should take priority over the risk matrix project. There was discussion as to how to approach the project and the roles of the subcommittee and the National Office. Susan

discussed the proposed timing of the update to the disaster recovery plan noting she expected to establish a timeline after the February board meeting. Members of the Risk Matrix Development subcommittee will be determined at a later date.

10. LMSC Bank Account Checklist: Teddy and Elyce will work on the checklist in the next several months.
11. Proposed meeting dates: Future Finance Committee calls will be held as needed in mid-March, early May and late June. Susan will circulate a Doodle poll to establish the meeting dates.
12. Upcoming tasks: Guy noted the Open Water Committee has indicated it will be making a request for funds from the Opportunity Fund. The Finance Committee discussed the intended purpose and expected format of the request, with several members of the Finance Committee indicating their preference for an overbudget request rather than funding from the Opportunity Fund. Guy will draft a communication to be delivered to the Open Water Committee outlining the Finance Committee's preferences. A draft of the communication will be circulated to the Finance Committee for review and comment. Teddy noted she and Guy are working on a first draft of the Finance Committee's committee statement as requested by the Board of Directors. The Finance Committee will have the opportunity to discuss, edit and approve the final statement later in the year.
13. There being no other business, the chair thanked everyone for joining the call.

The meeting was adjourned at 9:00 pm EST.
