



Finance Committee Meeting Notes
Thursday, November 5, 2020
11:00am – 12:00pm

Present: Jack Salo, Helen Evans, Mary Zelazny, Michael Pease, Nancy McGraw

Excused: Ann Abdella, Richard Kazel

Staff: Karin, Katie, Sara

Meeting Notes

1. Quorum established and meeting convened at 11:05am.
2. Agenda Modifications: Move task of reviewing P & Ps to the end of the agenda, task for today is to come out of this meeting with recommendations for the Board with regards to the 20-21 budget.
3. Minutes of the October 1, 2020 Finance Committee Meeting were approved. (Evans/Zelazny)
4. The Administrative Team requests approval to move the NYSARH Quickbooks file from the server to on-line. HWNY will cover the cost of the annual fee: \$300. Moving this file from the server to on-line will help staff who are working remotely. Next year the Board will need to think about making Administrative Team responsible for incurring this expense.
Approved, motion to move request to the full Board. (Zelazny/Pease)
5. Katie presented the Quarter 3 Financials (January 1 – September 30, 2020).
Katie presented NRHA and Legislative Appropriations Grant Updates.
Quarter 3 Financials and Grant Updates approved. (Pease/Evans)
Helen updated the Finance Committee on the 20-21 Appropriations. A meeting is scheduled for 11/20 for Helen, Ann Abdella, Karin and Sara. This is one of the action steps NYSARH is taking to go after the remaining Appropriations grant money that is due to NYSARH.
Helen asked if the Finance Committee Members if they had anything to convey to the Senator during the meeting.
Mary Zelazny: Depending on how the election prevails, NYS won't be in a good position.
Jack Salo: We need to ensure that a sense of urgency is communicated. NYSARH is not a a deep pocket organization. NYSARH acted in good faith to get these funds out far and wide. NYSARH and its members can't just hang on for months and months.
Helen suggested a separate meeting for appropriation decision making and budget planning.
6. 2021 Budget Scenarios
 - Mary Zelazny: Is the Finance Committee making decisions based on timing?
Michael Pease: Agrees. His organization remains conservative. It doesn't matter who the President is, it's too early and there isn't enough information.
Helen agrees. The Committee needs to make a recommendation but should also educate the Board.
Mary Zelazny: The Committee should propose the most conservative budget and not tie it to something that cannot be changed. Consider the conservative budget and make suggestive changes along the way.
 - FCH and NRHA Grant are confirmed revenue streams. Membership – same as last year, no increases, no decreases.
 - Possible Education Committee initiatives with possible revenue streams were discussed.

- Retooling how we engage with members. Relied for years on Conference revenue and sponsorships as a main source of income. What other sources of income are there?
- 6 month budgetary increments. Update the scenario in 6 months.
- Suggestion of presenting budget scenarios:
1/1/2021 – 12/31/2021 budget scenario accompanied by 1/1/2021 – 6/30/2021 with administrative services and 7/1/2021 – 12/31/2021 without administrative services.
Helen approves this approach. Michael, Mary, Nancy also approve this approach. This is a responsible recommendation.
- Next meeting for FC before Board meeting: 11/12/20, 11am – 12pm
What does it look like if NYSARH gets paid from the Leg. Appropriations?
What does it look like if NYSARH doesn't?
Add footnotes based on questions – high level summary with spreadsheet and with narrative.

7. Adjourned at 12:24pm.