

## TVCS D's Financial Advisory Committee Meeting Minutes

October 21, 2013

**Present:** Deborah Parrish (Chair), Sue Sims (Board member), Chick Petersen, Bruce Bransom, Venta Leon, Donna Clavaud

**Absent:** none

**Guests:** Paul and Terry Duffy

Deborah convened the meeting at 6:30pm and reviewed the agenda items for discussion. It was agreed that this meeting would serve first as a review and update of ongoing issues since there was no quorum at the last meeting. Ongoing agenda items include the Annual Budget Process, review of Walter's policy draft on FAC, the Efficiency Audit bids, and the Rate Study now underway.

Meeting minutes were recorded and a summary has been written by Donna Clavaud.

### 1. Annual Budget Process:

The new process has been approved by the TVCS D Board of Director's and will be included in a TVCS D Policy Manual now being developed.

**Recommendation:** Committee members agreed that there should be a review of goals and objectives identified in the TVCS D Strategic 5-year Plan at the November Board Meeting in a effort to get on track with the Budget Timeline.

### 2. Draft Policy # 4060: Committees of the Board of Directors:

#### **Recommendation:**

Under 4060.3- add "with approval of Board members"

Under 4060.5.5 -omit "over \$5,000".

### 3. Efficiency Audit Bids:

Members agreed that it is prudent to postpone any action on this issue until RCAC completes the Median Income Study and the Rate Study. Also, since there will be a new Board elected to serve, it makes sense to wait until they can take such action. Donna agreed to contact the firms, give them an update, and relay that TVCS D will re-contact them in early 2014.

### 4. Rate Study:

All members support the Rate Study and are pleased that RCAC has offered to conduct the analysis for TVCS D for no fee. Members agree it will serve as yet another strategic planning tool as TVCS D moves forward. It was agreed to email Karen McBride and Stevan Palmer to strengthen the channels of communication should they require FAC input.

**5. TVCSD Newsletter:**

Donna agreed to send a summary article to be included in the November district newsletter.

Deborah adjourned the meeting at 7:55pm.