



COMMUNITY
POWER COALITION
OF NEW HAMPSHIRE

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Minutes for the Finance Committee Meeting 28 February 2022

County Hall; 12 Court Street, Keene NH (+Zoom channel)

(Posted at [CPCNH](#) and [Harrisville Community Power](#))

Meeting Minutes Approved April 4, 2022

The meeting start was delayed by technical hitches and the interference of a hacker, Hodson called the meeting to order at 9:25am

Present: Andrea Hodson (Committee Chair and Treasurer), Terry Clark (Member). Clifton Below, CPCNH Vice Chair and Finance Committee Member, attending virtually and indicating that it was not reasonably practical to attend in person due to the amount of travel time involved.

- Approved Agenda by unanimous roll call vote
- Approve Minutes: the team approved the minutes for the 14 February meeting, and deferred review and approval of minutes for the 7 February for the next meeting by unanimous roll call vote
- Review payables (digital account [invoice](#), Google): the team noted it will need clarification about the distinction between a Board-approved budget and Board-approved expenses. It is Hodson's understanding that the Board must approve expenses in addition to budget. Not wanting to further delay payment though, the team agreed to approve payment of the invoice as it was in budget by unanimous roll call vote.
- Continue work on [fiscal and financial controls](#): the team reviewed its approach and work to date, agreeing to draft the policies for Board input, incorporate the Board input, and then send a draft to Legal Counsel for review.

The team noted Below's suggestion that an accountant or accounting firm would be helpful at a future date.

Several policies have been collected to serve as models for structure, presentation, and content, including the Sandborn Regional School District's (see [Fiscal Management](#)) and National Councils of Nonprofits (see [Financial Management](#)).

Clark will look into Cheshire County's policies, Below will reconcile "roles and responsibilities" in the transactions section of the document with the JPA.

Policies from Walpole and other towns may be forthcoming.

- Next meeting date was set for 14 March, and the meeting was adjourned at 10:05