

Meeting Minutes of the Finance Committee July 18, 2022

Keene County Hall, 12 Court St, Keene, NH
Posted at County Hall, Keene; CPCNH.org website

Meeting Minutes APPROVED 7/18/22

The meeting was called to order at 9:06 am.

Present: Paul Looney, Terry Clark

Virtual (not able to make the drive to Keene): Kim Quirk (chair), Clifton Below

Minutes approval

MOTION: Clifton moved to approve the minutes from June 22, 2022. Terry seconded. Unanimously approved.

Finance Reports:

Discussion on finance reports from QB online:

Statement of Activities, suggested changes:

- 'Donations in Kind', should just be 'Donations'. We received an anonymous donation from a Board Director for \$2000.
- Change the references to 'Risk Mgmt' and 'Membership Ops' in the expenses and deferred expenses to the appropriate contractor name (CC Partners or Herndon Enterprises) since the work of these contractors spans multiple categories.
- Change 'Internet and TV' expense to just 'Internet'

Fundraising

The Search Committee recommended that we begin a fundraising effort for \$300,000 to address the needs for in house Project Management and consulting to get us to launch. We should investigate grants, debt financing, and individual foundations.

Clifton pointed the group to a Fundraising Prospectus that can be found under the shared documents Executive Committee. We will use this as a starting point. Both John Tabor (Portsmouth) and Julia Griffin (Hanover) have offered to help with fundraising in the past. Clifton will send out this document for review, comments, and updates.

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Accounting and Auditing Services

The Risk Committee has recommended that we start an RFQ for Accounting and Auditing Services since these have not been addressed by any respondents to our Services RFP.

At our next meeting we will take up discussion of the statement of work for this RFQ.

MOTION: Clifton moved to adjourn. Paul seconded.

Unanimous agreement for adjournment.

Adjourned at 9:50am.

Submitted by Kim Quirk.