**Safe Berks Finance Committee**

**Minutes**

**February 20, 2019**

**Present:** Amanda Jackowski, Diane Duff, Jay Mahoney, Sherry Berriker, Doug Rauch,

**Absent:** Carlixta De La Rosa, Steve Pottieger, Nina Bohn, Denise DiMascio,

**Staff Present:** Mary Kay Bernosky (CEO), Jasmine Suarez (CFO)

Meeting called to order at approximately 8:00 A.M.

* Presented by Jasmine Suarez, discussed by the Committee Members included the Consolidated Statement of Activities, Statement of Financial Position and Statement of Cash Flows for the month ended January 31, 2019.
  + **Anonymous gift-** First check of $600,000 received in December. The full $1,700,000 pledge will be posted to restricted revenue on the income statement as of December 2018 and a $1,100, 0000 will be posted be posted to capital campaign receivable on the Statement of Financial Position.
  + **VOCA –** We were informed that PMR will no longer be required for changes to fill vacancies or internal moves within the organization for already approved positions. This should help going forward, with applying for VOCA reimbursements.
  + **Open finance position-** First round of interviews were completed, over 70 resumes were received, 10 were asked to come in for interviews, 4 interviews were conducted, including 1 internal interview. Of those, Ms. Suarez has asked 2 to come in for a second interview and skills testing, those interviews are scheduled for the week of Feb 26th.
  + **Line of Credit-** The process has begun to request a Line of Credit increase with Fulton Bank. The LOC is currently $100,000 and we are asking for increase to $450,000, which represents approximately 3 months of payroll and benefits.