

## Budget and Finance Committee Report

19 April 2024

Clarendon Town Hall, Clarendon, Vermont

In Person and Telephonic Meeting

Board Members Present: Peter Fagan (in-person), Charly Dickerson (in-person), Michael Klopchin (in-person), Joyce Scribner (in-person).

Board Members Absent: Robert Hooper, Chip Troiano

Guests/Staff: Steven McClafferty (telephonically)

Started at 1300hrs

Strategic Goals Addressed: #1 Serve More Vermont Veterans, #9 Preserve Financial Health

Discussions:

1. Audit: The Audit sub-committee will be meeting, at our next scheduled meeting, to discuss questions to ask of the Auditors for this year's audit. We will also inquire as to the cost to audit the Trust Accounts so that a proposal may be brought to the full Board of Trustees regarding an audit of the Trust Accounts. Of note regarding a potential audit is the BoT policy titled Trust Funds, dated 1 July 2002 which states, in part- "the fiduciary trust funds will have sufficient internal controls".
2. Trust Accounts- Peter Fagan stated that given the age of the policy referenced above that he would undertake a re-write of the policy for the approval of the Budget and Finance Committee and ultimately the full Board of Trustees. It would be a several-month process, Charly volunteered to assist.

Account Balances:	4 June 2014	31 March 2024
Common Trust(General Endowment)	\$584,155	\$626,873
Vuori	759,533	982,809
Donation	<u>75,742</u>	<u>445,644</u>
TOTAL	\$1,419,430	\$2,055,326

Further discussion: We asked how the Trust accounts were invested, Steve will obtain that information. Steve's subsequent email had this information - Fixed Income 47.6%, Equities 51.1%, Cash/Cash Equivalents 1.3%. We discussed briefly how a donation might be restricted vs unrestricted and what was the acceptance process of donations to the Home in that the Governor and the Joint Fiscal Committee of the Legislature must both accept donations. The new dollar amount for JFC involvement is \$15K.

Other issues discussed: Bad Debt Expense- Steve would get us the CMS policy regarding Federal Guidelines pertaining to bad debt collection.

Findings / Recommendations: In order for the audit subcommittee to prepare to speak to the Auditors in July, which will be telephonic and/or Teams, **we will move our July meeting from 19 July 2024 to 12 July 2024 at 1345 hrs.**

Future meeting Dates: 12 July at 1345 hrs., 20 September at 1300 hrs.

Audit subcommittee meeting with auditors: week of 19 July, TBD.

Future Agenda Items: Trust Accounts, Bad Debt Expense

Adjourned: 1345 hours

Peter Fagan (Committee Chair) 23 April 2024