

# LIVERMORE AREA RECREATION AND PARK DISTRICT

## FINANCE COMMITTEE

### MEETING NOTES

**MONDAY, APRIL 19, 2021  
1:30 P.M.**

*NOTICE: Coronavirus COVID-19*

*In accordance with Governor Newsom's Executive Orders, members of the Livermore Area Recreation and Park District Facilities Committee and staff participated in this meeting via Zoom teleconference. In the interest of maintaining appropriate social distancing, members of the public also participated in this meeting electronically.*

Committee Members Present: Philip Pierpont, James E. Boswell

LARPD Staff Present: Mat Fuzie, Allie Ikeda, Fred Haldeman, Jeffrey Schneider, Jill Kirk, Jessie Masingale, Joseph Benjamin, Julie Dreher, Linda VanBuskirk, Lynn Loucks, Megan Shannon, Michelle Newbould, Nancy Blair, Natalie Kaaiawahia, Patrick Lucky, Vicki Wiedenfeld

Public Members Present: None

**1. Call to Order:**

Committee Chair Pierpont called the meeting to order at 1:32 p.m.

**2. Public Comment:** None.

**3. Approval of the Minutes of the Facilities Committee Meeting held on March 1, 2021:**

The meeting minutes of March 1, 2021 were approved unanimously as submitted.

**4. Financial Results for March 2021:**

Administrative Services Manager Jeffrey Schneider shared his screen and provided an in-depth review of financial schedules which detailed the

- 1) District's Preliminary Actual Results for March 2021
  - a. Operating Results of (\$1.2 million) for March, \$57k above (favorable to) the Mid-Year Budget and \$106k above last year.
- 2) Year-to-date Preliminary Actual Results through March 2021
  - a. Revenues of \$9.7 million are \$37k above the Budget and \$4 million, or 29% below last year. Revenue from Operations (excluding taxes) are (\$4.2million), or 60% below last year.
- 3) Results by Unit/Department showed Actual results compared to Approved Budget and the 9/22 Board Approved Forecast.

This item was discussion only and no committee recommendations were made, nor action taken.

**5. Update on Key Finance Initiatives:**

ASM Schneider reported that the Finance team has completed the process to upgrade the District's Microsoft Dynamics (a.k.a. Great Plains) general ledger system to a current, cloud-based release. He then shared his screen and led the group on a discussion about the "Budget Planning Calendar: April through June 2021."

- ASM Schneider to send a copy of the Budget Planning Calendar to the Committee members.

ASM Schneider updated the Committee on additional key finance initiatives in progress such as a policy addressing asset disposal, getting the fixed asset module up and running, and a procurement module rolled out to generate purchase orders, etc.

This item was discussion only and no committee recommendations were made, nor action taken.

**6. Matters Initiated:** None.

**7. Adjournment:** The meeting was adjourned at 2:13 p.m.

/lvb