

**FAMILY PLANNING COUNCIL OF IOWA
FINANCE COMMITTEE MEETING NOTICE
TUESDAY November 12, 2019
3:00 – 4:00 PM
108 3rd Street, Suite 220
Des Moines, IA**

AGENDA

- I. Call to order
- II. Approval of Minutes – October 15, 2019 Attachment A
- III. Subrecipient SIP & Unobligated funds-\$14,426.13
- IV. Supplemental funding personnel-one-time salary adjustment \$14,305.25
- V. Change in scope
 - a. Website
 - b. Subrecipient grant application process online
 - c. CDS money to subrecipients
 - d. Total Program Outreach (marketing clinic locator/new website)
 - e. Proteus (Johnson, Iowa, Washington)
 - f. AllCare Health Center (Pottawattamie, Mills, Montgomery and other SW counties not previously served)
 - g. Pottawattamie County Public Health
 - h. Primary Health Care (Ames, Boone)
- VI. Other Business
- VII. Adjourn

**CALL IN INFORMATION: 1-800-882-3610
PASSCODE: 9466920#**

**FAMILY PLANNING COUNCIL OF IOWA
FINANCE COMMITTEE MEETING MINUTES
OCTOBER 15, 2019**

Present:	Lisa Dahlhauser	Patrice Sayre	
	Ann Fields	Mary Warren	
	Steve Harms		
Staff:	Rachel Goss	Alicia Shaul	Michelle Farmer
Guest:	John Pittman		

- I. Call to order**
The meeting was called to order at 3:00 pm by Steve Harms, Chair.
- II. Approval of Minutes, July 15, 2019**
Patrice Sayre moved to approve the minutes of the July 15, 2019 meeting as presented. Lisa Dahlhauser seconded. **M/P/U**
- III. Presentation of FPCI FY2019 Independent Audit**
John Pittman, Pittman & Company, LLP, presented FPCI's FY2019 Independent Audit. Ann Fields moved to recommend to the FPCI Board acceptance of the independent audit for the year ended June 30, 2019. Mary Warren seconded. **M/P/U**
- IV. Presentation of FPCI FY2019 IRS 990**
Alicia Shaul, FPCI Fiscal Officer, presented FPCI's FY2019 IRS 990. Patrice Sayre moved to recommend to the FPCI Board approval of the June 30, 2019 IRS 990 report. Ann Fields seconded. **M/P/U**
- V. FPCI Final FY2019 4th Quarter Operating Report**
Alicia Shaul presented the final FY2019 4th Quarter Operating Report. Lisa Dahlhauser moved to recommend to the FPCI Board acceptance of the 4th Quarter FY2019 Operating Report. Mary Warren seconded. **M/P/U**
- VI. FPCI FY2020 First Quarter Operating Report**
Alicia Shaul presented the FY2020 First Quarter Operating Report. Patrice Sayre moved to recommend to the FPCI Board acceptance of the First Quarter FY2020 Operating Report. Lisa Dahlhauser seconded. **M/P/U**
- VII. FPCI Title X Supplemental Budget**
Rachel Goss advised the Committee that a Funding Opportunity Announcement was issued for Supplemental Funding. Ms. Goss explained there was a quick turnaround to submit the competitive application so there was not time to receive approval for the budget. Ann Fields moved to accept the FPCI Title X Supplemental Budget, Patrice Sayre seconded. **M/P/U**
- VIII. FPCI Change of Scope**
Rachel Goss explained that since Planned Parenthood of the Heartland withdrew from the Title X program, there are unexpended funds. Ms. Goss reported that FPCI has to file a Change of Scope to report what will be done with the funds. There was discussion on the options Ms. Goss presented. **No Action Taken**

IX. Centralized Data System Update

Ms. Goss provided the Committee with an update on the Centralized Data System project. There was discussion. **No Action Taken**

X. Cervical Cancer Screening Project Update

Rachel Goss provided the Committee with an update on the Cervical Cancer Screening Project. There was discussion. **No Action Taken**

XI. Other Business

Alicia Shaul reported that she will be sending out an Request for Proposals for an Independent Auditor. There was discussion.

Rachel Goss discussed Employee benefits with the Committee.

XII. Adjourn

The meeting adjourned at 4:30 pm.

Minutes submitted by
Michelle Farmer

Necessary Board Action:

Accept or reject Finance Committee Report