



SMRPD's Mission Statement - "To promote community well being through programs and activities that protect, preserve and enrich the canyons' heritage, open space and unique way of life."

P.O. Box 8, Silverado California 92676 • www.smrpd.org

SMRPD FINANCE COMMITTEE MEETING

Tuesday, June 14th, 2022 at 3:30 pm

Silverado Community Center
27641 Silverado Canyon Road

Committee Members

Isabell Kerins: President
Michele Agopian Treasurer
Conklin:
Jessie Bullis: Director

Staff

Stephanie Dodge: Bookkeeper
JoMarie Varela: Administrator

AGENDA

PUBLIC COMMENTS: A person wishing to comment on an Agenda item should wait for the President to request comments and then unmute his or her phone, ask to make a comment, and wait for the President to recognize him/her. You have three (3) minutes to complete those comments, unless a longer time is granted. No speaker may allot his or her time to others.

Comments on Agenda items: Comments concerning matters on the Agenda will be heard at the time the matter is considered.

Comments on non-Agenda items: Comments concerning matters not on the Agenda will be heard during the Public Comment section of the Agenda. A speaker's comments should be within the subject matter jurisdiction of the SMRPD.

Please note that if you are addressing the Board on items not on the Agenda, the Brown Act does not allow Board discussion of such items because they are not on the Agenda and thus were not noticed publicly. Therefore, the Board may only do the following: refer the matter to staff, ask for additional information or request a report back, or give a very limited factual response. Your comments may be placed on the Agenda for future discussion. Non-Agenda comments are limited to 3 minutes each with a total of 15 minutes.

- I. CALL TO ORDER
- II. ROLL CALL
- II. NEW BUSINESS
 - a. Financials Updates – Stephanie
 - b. QuickBooks Online Update - Stephanie
 - c. Treasurer's Guide - Isabell
 - d. Bookkeeper's Guide - Isabell
 - e. SCC financial and reporting updates - Isabell
 - f. Audit - Isabell
 - g. Updated Debit Cards Policy and Procedures - Isabell
- III. OLD BUSINESS/DISCUSSION
 - a. Financial Task Calendar - Isabell
- V. ADJOURNMENT

The next regular meeting of the SMRPD Finance Committee will be Tuesday, July 12th at 2 PM at the Silverado Community Center.