

## Board Finance & Audit Committee

Regular Meeting Agenda

September 4, 2025

5:00 – 6:30 pm

Join Microsoft Teams Meeting:

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Meeting ID: 235 536 229 649 8

Passcode: JD35vQ96

- I. Opening
  - a. Welcome and Call to Order
  - b. Roll Call
  - c. Approval: Meeting Agenda  
RECOMMENDED ACTION: That the Committee approve the meeting agenda.
  - d. Approval: Meeting Minutes  
RECOMMENDED ACTION: That the Committee approve the April regular meeting minutes.
- II. Public Comments
- III. FY25 Q2 and Q3 Financials
- IV. Form 990 Update
- V. Executive Session  
RECOMMENDED ACTION: That the Committee enter into executive session to discuss corporate strategy pertaining to trade secrets and personnel matters.
- VI. Board Auditor  
RECOMMENDED ACTION: That the Committee approve the Board auditor in accordance with the Board bylaws to provide annual auditing and IRS Tax Form 990 services pending approved funding and a fully executed service agreement.
- VII. Corporate Compliance Program  
RECOMMENDED ACTION: That the Committee approve the Corporate Compliance Program.
- VIII. FY26 Budget  
RECOMMENDED ACTION: That the Committee recommend the FY26 Budget to the Board for review and approval.
- IX. Adjournment

## Board Finance & Audit Committee

### Meeting Minutes

September 4, 2025

5:00 – 6:30 PM

Regular Meeting

[Meeting Recording](#)

**Committee Members Present:** Claudio Gualtieri & Stacia Strouss. Absent: Pat Charmel

**Opening, Roll Call, Opening Statement:**

Claudio Gualtieri called the meeting to order at 5:02 pm. Claudio Gualtieri requested that Gwen Reyes call the roll; Gwen Reyes recognized quorum.

**Meeting Agenda**

**Motion:** Claudio Gualtieri asked for a motion that the committee accept the meeting agenda. Stacia Strouss created the motion. Claudio Gualtieri seconded. There was no further discussion. None opposed. **Motion carried.**

**Meeting Minutes**

**Motion:** Claudio Gualtieri asked for a motion that the committee accept the April meeting minutes. Stacia Strouss created the motion. Claudio Gualtieri seconded. There was no further discussion. None opposed. **Motion carried.**

**Public Comments:** None

**FY25 Q2 and Q3 Financials:** Gwen Reyes provided an overview of the FY25 Q2 and Q3 Financials.

**Form 990 Update:** Gwen Reyes provided an update on the Form 990.

**Executive Session:** Claudio Gualtieri asked for a motion that the committee approve entering an executive session to discuss matters pertaining to corporate strategy and personnel matters. Jenn Searls, Michelle Puhlick, and Gwen Reyes were invited to the executive session to participate in the discussion. Stacia Strouss created the motion. Claudio Gualtieri seconded. No further discussion. **Motion carried.**

**Board Auditor:** Claudio Gualtieri asked for a motion to approve Baker Tilly as the selected Board Auditor for annual audit and Form 990 preparation services for fiscal years 2025 through 2029. Stacia Strouss created the motion. Claudio Gualtieri seconded. There was no further discussion. None opposed. **Motion carried.**

**Corporate Compliance Program:** Claudio Gualtieri asked for a motion to approve the Corporate Compliance Program. Stacia Strouss created the motion. Claudio Gualtieri seconded. There was no further discussion. None opposed. **Motion carried.**

**FY26 Budget:** Claudio Gualtieri asked for a motion to recommend the FY26 Budget to the Board for review and approval. Stacia Strouss created the motion. Claudio Gualtieri seconded. There was no further discussion. None opposed. **Motion carried.**

**Adjournment:** Claudio Gualtieri asked for a motion that the committee approve adjourning the meeting. Stacia Strouss created the motion. Claudio Gualtieri seconded. **Motion carried.** The meeting adjourned at 5:48 pm.

DRAFT