



FINANCE COMMITTEE MEETING MINUTES

April 11, 2018 (Wednesday) at 5:00 p.m.
Tri-County Regional Planning Commission

I. Approval of Agenda

It was MOVED by C/Austin, SUPPORTED by C/Barnes to approve the agenda. MOTION CARRIED UNANIMOUSLY.

II. Approval of March 14, 2018 Minutes

It was MOVED by C/Swope, SUPPORTED by C/Austin to approve the minutes. MOTION CARRIED UNANIMOUSLY.

III. Finance Report for March 2018

The finance report was reviewed by Finance Coordinator Hoffman. C/Eakin asked if future reports could have a breakdown of General Fund (Commission project) expenditures and Program expenditures. Coordinator Hoffman explained that he was planning to provide the Commission report quarterly that he provided in January, but couldn't get it ready for the quarter ending March 31 to mail for today's meeting. He will have it for the May meeting.

It was MOVED by C/Barnes SUPPORTED by C/Swope to recommend the report be received and placed on file. MOTION CARRIED UNANIMOUSLY.

IV. Other

Coordinator Hoffman explained that the dues letters were sent last week to County Chairpersons, the City of Lansing Mayor and the administrative departments. Commissioners should have received a copy by email. When the membership dues have been broken down in the past, the amount set by the Commission (currently \$383,520) has been divided by 18 to get the per seat cost. MDOT contributes their share as part of the Regional Grant that is used as match.

Interim Director Snell noticed this method does not follow the bylaws; Article VIII Section 2 states the dues are divided by 19. With the dues divided by 19, the dues decrease is \$1,121 per seat. The decrease in revenue will be offset by using more of MDOT's grant as match. There was a discussion about the dues being raised on a set schedule. There was mention of that at the Commission meeting in March 2017, but no policy was set. The need to increase the dues for FY 2019 to the same per seat level was also mentioned. Staff determined that the would not be required.

V. Adjourn

It was MOVED by C/Swope SUPPORTED by C/Watkins to adjourn the meeting at 5:20 p.m. MOTION CARRIED UNANIMOUSLY.

***The next meeting of the Finance Committee will be
Wednesday, May 9, 2018 at 5:00 p.m. at the TCRPC Office.***

2018 Finance Committee Attendance

Commissioner	Representing	MEETING DATE											
		1/10	2/14	3/14	4/11	5/9	6/13	7/11	8/8	9/12	10/10	11/7	12/5
Christine Barnes	Eaton County	N/A	N/A	X	X								
Peter Spadafore	City of Lansing, Council	N/A		X	X								
Chris Swope	City of Lansing	N/A	X	X	X								
Adam Stacey	Clinton County Board of Commissioners	N/A											
Gail Watkins	Clinton County Road Commission	N/A	X	X	X								
Kent Austin	Eaton County Board of Commissioners	N/A	X	X	X								
Roger A. Eakin (Chair)	Eaton County Board of Commissioners	N/A	X	X	X								
Julie Brixie	Ingham County, Meridian Charter Twp.	N/A		X									
Randy Schafer	Ingham County Board of Commissioners	N/A	X		X								
TOTAL (9)		/	5	7	7								

Others in attendance

- 1/10/2018: Meeting was attended by members appointed in 2017; TCRPC Staff: James Snell and Greg Hoffman
- 2/14/2018: TCRPC Staff: James Snell and Greg Hoffman
- 3/14/2018: TCRPC Staff: James Snell and Greg Hoffman
- 4/11/2018: TCRPC Staff: James Snell and Greg Hoffman