



**Center for Family Life and Recovery, Inc.
Finance**

Date: January 24, 2018

Time: 9pm

Attendance: Brian R., Richard R., Cassandra, Trevor W., David W.,

Excused: Terry Plizga

| Topic | Discussion | Resolution | Person Responsible/ Time Frame |
|-------------------------|---|--|--------------------------------|
| Balance Sheet | Prepaid expenses – attorney Prepaid insurance – Fixed Assets – Good handle on it Accrued Salary – Everything is adjusted Misc. – adjusted in December | prepay for January or zero it out. Carried over from 2016 All set for the Audit | Richard |
| 401 K match | Match will be \$20,000 | Finish Census | Heather |
| Restricted Funds | Found the Erma Rose Lockheed Martin – 2012 documentation still to be found United Way is set | Restricted 40K to General Compeer/ Mentoring Remainder to Inner generational Had sent letters and made phone calls – no response to these General funding to go to Recovery Vote in February on all | Cassandra |

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| | Permanent Restricted | Ask the Attorney | Cassandra |
| OASAS Grant | Will not be received until February 2018 it is in the revenue | All set on the CFR | |
| 2018 Budget | <p>Budget looks good will be voted at Board Meeting</p> <p>Prevention \$118K for Annual Safe Harbour was \$38K DRT \$20K is still conservative</p> <p>Health Insurance \$25K will be spent as a stipend for 21hours and over</p> <p>Fundraising and Contribution will stay</p> <p>Prevention is \$16K for marketing</p> | <p>Revised Budget will be adjusted today, Safe Harbour salary pulled about \$36K</p> <p>Events are not doubled for the NHC and CFLR so that will help grow</p> | |
| Agenda | Approve Restricted Funds | | |
| Next meeting | February 22, 2017 @ 9am | | |

Respectfully submitted, *H. Perry*