

TPMPD Finance Committee Meeting Minutes

Location: Tukwila Pool

Date: 5/21/18

Time: 5:00pm

Attendees: Committee Members: Vanessa Zaputil (Commissioner), Jeri Frangello-Anderson (Commissioner)

Staff: Michelle Simpson (DoAO), Richard Rabe (DA), Kristine Selleck (Bookkeeper)

Guests: Dave Puki

Agenda items

1. Approval of previous meeting's minutes. - 04/23/18
2. Bookkeeper's report- Update/Discussion
3. Director of Aquatic Operations' report- Update/Discussion
4. District Administrator's report- Update/Discussion
5. Status of pending contracts- Update/Discussion and Action (Below)
6. Status on Policy compliance- Discussion
7. Adjournment- 8:11pm

Action items

Owner(s)

Deadline

Status

Approve Journal Entry in QB of a Debit from 576.20.400.40.36 for \$110 and credit 576.20.400.40.31 for \$110 (1/6 Brochure design

Kristine Selleck

June Finance Meeting

Approved

Action items	Owner(s)	Deadline	Status
attributed to grant marketing)			
Approve over-expenditure in 576.20.300.40.60 (Membership Dues) for \$325 SS Chamber Membership - if need approved by BOC President *Note expectation is that 576.20.200.40.12 will be under expensed accordingly.	Richard Rabe		Pending BOC President decision
Approve over-expenditure in 576.20.100.30.10 (BOC Photos & Frames) *Note expectation is that 576.20.100.40.20 will be under expensed accordingly.	Richard Rabe		Approved
Create "Small & Attractive Asset Tracking Log" per TPMPD Policy #555.	Richard Rabe	June Finance Meeting	
Create Prevailing Wage Contracts for McKinistry, Orcas, McDonald Miller & Security Co.	Jeri Frangelo-Anderson & Vanessa Zaputil	June Finance Meeting	
Approve recommending Policy #511 to BOC	Richard Rabe		Forward to TPAC, then July BOC

Action items

Owner(s)

Deadline

Status