



FAAST Treasurer/Secretary Transition Discussion Agenda

📅 Wed September 16th, 2020

🕒 10:00am - 11:00am EDT

📍 Teleconference

<https://global.gotomeeting.com/join/190715005>

United States: [+1 \(571\) 317-3116](tel:+15713173116)

Access Code: 190-715-005

I. Opening	PAUL TOBIN	5 mins
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a. Verbal Authorization to Begin Recording	PAUL TOBIN	
b. Call to Order	PAUL TOBIN	
II. Approval of Agenda	PAUL TOBIN	
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a. Attachments: FAAST Treasurer/Secretary Transition Discussion Agenda		
b. Public Comment on any Agenda Item	PAUL TOBIN	
c. Modifications to Agenda	PAUL TOBIN	
1. The Committee will hear any modifications to the agenda under Agenda Item V a.		
d. ACTION NEEDED	PAUL TOBIN	
III. Transition Topics	PAUL TOBIN	35 mins
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a. FAAST Income Streams (HHS and GR) and their uses/restrictions		
📄 09092020 YTD Balance Sheet.pdf		
📄 09092020 YTD P&L Summary.pdf		
📄 09092020 YTD P&L Detail.pdf		
b. Investment Portfolio - Rene Bruer, CFP, Co-CEO Smith Bruer Advisors		
1. August Investment Statements		
📄 938072626 2020 Aug Statement AFP.pdf		

 938072627 2020 Aug Statement Board Operating Reserve.pdf

 938072629 2020 Aug Statement TW.pdf

c. **Internal Controls and any updates as a result of eliminating the Comptroller role**

1. **Treasurer's access to Quickbooks and Procurement Express**

2. **Current Account Manual (currently under review by DOE)**

 04202020 Draft Accounting Manual.docx

d. **Standard Financial Reports - July 2020 most current**


1. **Balance Sheet**

 July 2020 Balance Sheet.pdf

2. **Profit & Loss Detail by Month**

 July 2020 Profit and Loss Detail.pdf

3. **Profit & Loss Summary by Month**

 July 2020 Profit and Loss Summary.pdf

4. **Accounts Receivable**

 July 2020 Accounts Receiveable.pdf

5. **Financial Statements Summary**

 July 2020 Financial Statements.pdf

IV. **Additional Documents**

a. **FY21 Budget**

 Cashflow Budget Amendment FY 2020-2021 Approved 09082020.pdf


 Budget Amendment FY 2020-2021 Approved 09082020.pdf

b. **FY19 Annual Financial Audit**

 2019 - Florida Alliance for Assistive Services and Technology.pdf

 2019 - SAS 114.pdf

c. **FY19 990**

 2018 Form 990 - FFAST.pdf

V. **Agenda Modifications**

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5 mins

a. **From Agenda II c.**

VI. **Closing**

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a. **Last Call for Public Comment**

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b. **Adjourn**

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