

October 2020 Treasurer/Secretary Transition Discussion

Agenda

October 8, 2020

10:00 – 11:00am EDT

Teleconference

<https://global.gotomeeting.com/join/935609989>

Dial In: (571) 317-3116

Access Code: 935-609-989



1. Opening
 - a. Verbal Authorization to begin Recording
 - b. Call to Order
2. Approval of Agenda
 - a. Attachments
 - i. Agenda
 - b. Public Comment on Agenda
 - c. Action: Motion & Vote to approve Agenda as presented/modified
3. Transition Topics
 - a. FAAST Income Streams (HHS and GR) and their uses/restrictions
 - i. 10042020 YTD Balance Sheet
 - ii. 10042020 YTD P&L Summary
 - iii. 10042020 YTD P&L Detail
 - b. Investment Portfolio
 - i. September Investment Statements
 1. 938072626 2020 Sep Statement AFP
 2. 938072627 2020 Sep Statement Board Operating Reserve
 3. 938072629 2020 Sep Statement TW
 - ii. Investment Policy – Adopted 3/12/2018
 1. FAAST IPS-Revised March 2018
 - c. Internal Controls and any updates as a result of eliminating the Comptroller role
 - i. Treasurer's access to Quickbooks and Purchasing system
 - ii. Current Accounting Manual (currently under review by DOE)
 1. 04202020 Draft Accounting Manual
 - d. Standard Financial Reports – August 2020
 - i. August 2020 Balance Sheet
 - ii. August 2020 Profit and Lost Detail

- iii. August 2020 Profit and Lost Summary
- iv. August 2020 Accounts Receivable
- v. August 2020 Financial Statements
- e. Action: Vote/Discuss/draft something/etc
- 4. Additional Documents
 - a. FY21 Budget
 - i. Cashflow Budget Amendment FY 2020-2021 Approved 09082020
 - ii. Budget Amendment FY 2020-2021 Approved 09082020
 - b. FY19 Annual Financial Audit
 - i. 2019 – Florida Alliance for Assistive Services and Technology
 - ii. 2019 – SAS 114
 - c. FY19 990
 - i. 2018 Form 990 - FFAST
- 5. Closing
 - a. Call for Public Comment
 - b. Adjourn
 - i. Motion & Vote

Accessible Meeting Statement

Materials in alternative formats, real-time captioning, and other accommodations will be made available upon request. Please make your request for an alternative format or other accommodations, to:

Megan Germain, 1-844-FL-FAAST (353-2278), Ext. 105,

TTY: 850-922-5951,

Text Message: 850-320-7948,

Email: mgermain@faastinc.org

Providing at least 72 hours notice prior to the meeting will help to ensure availability.