

Non-Flood Protection Asset Management Authority
Minutes of the Finance Committee Meeting
Tuesday, December 12, 2017 – 3:30 P.M.

Present:

Commissioner Anthony Richard
Commissioner Dawn Hebert
Commissioner Roy Arrigo

Absent:

Commissioner Sean Bruno

Staff:

Executive Director Jesse Noel
Executive Assistant Kim Vu

The Finance Committee of the Non-Flood Protection Asset Management Authority met on Tuesday December 12, 2017 at 6001 Stars and Stripes Blvd. in the 2nd floor conference center at the Lakefront Airport Terminal Building. Commissioner Richard called the meeting to order at 3:34 P.M.

Opening Comments:

Chair Richard thanked all the staff for all they have accomplished this past year and plans to move forward.

Motion to adopt Agenda:

Motion to adopt agenda moved by Arrigo, second by Hebert.

Public Comments:

None

Director's Report:

E.D. Noel gave an administrative update to the finance committee. E.D. noted that the staff is still waiting for Carr, Riggs, Ingram to close their books for the year to distribute the final audit report.

Old Business:

a) Discussion regarding review of year to date financial documents:

E.D. Noel reported that all is going well with the budget and expenditures of the authority. Although the budget was amended, everything is still tracking well for the year to date financials.

b) Status update on Internal Control Policy:

In the previous month's finance committee meeting, Commissioner Richard asked the finance committee to postpone the adoption of the Internal Control Policy (ICP) to give the other committees more time to review and make any edits if needed. Commissioner Richard stated that the finance committee was ready to move forward in presenting the ICP for adoption at December's board meeting.

Motion to approve adoption of ICP at board meeting by Commissioner Arrigo, second by Comm. Hebert, and all were in favor.

New Business:

a) Discussion of proposed Asset Management Plan

E.D. Noel informed the finance committee that a draft of the Asset Management Plan (AMP) has been distributed to each committee. The Asset Management Plan is a detailed plan on how to manage all the authority's assets. The finance committee recommended for the AMP to be noticed on the board agenda for December's board meeting.

b) Discussion of proposed NFPAMA Logo

The finance committee expressed their approval of the new logo designed by E.D. Noel. They voted to place the new logo on December's board agenda.

c) Discussion of proposed committee meeting schedule for 2018

A tentative schedule for all of the 2018 committee and board meetings was presented to the finance committee. The commissioners approved of the tentative dates and they stated that if anything comes up, they will give notice to change meeting dates as needed.

Chair Richard announced that the next finance committee meeting will be held on Tuesday January 16, 2018 at 3:30 p.m.

Motion to adjourn by Arrigo, second by Hebert, and the meeting was adjourned at 4:08 P.M.