



ADMINISTRATIVE/FINANCE COMMITTEE MEETING
PVWMA Conference Room
Tuesday, July 12, 2011, 12:30 p.m.
MINUTES

Meeting called to Order at 12:57 p.m.

1. Committee members: Rosemarie Imazio (Chair), Dwight Lynn, Salvador Vasquez (absent)
Staff: Mary Bannister, General Manager, Mark Harvey, Administrative Services Manager, Nancy Trevino, Financial Analyst
Public: Joe Pendry
2. Director Comments: Director Imazio expressed her concern and wanted to follow up after Board meeting on 6/22/11 with Director Lynn if he had a clear understanding of the Management Fees item.
3. Public Comments: No comments.
4. Approval of Minutes: The committee approved the June 14, 2011 meeting minutes by consensus.
5. Review and Accept Financial Reports for June, 2011: The committee reviewed the financial reports, and approved by consensus.
6. Review and Accept Budget to Actual Report for May, 2011: The committee reviewed the Budget to Actual Report, and approved by consensus.
7. Review Contract Commitments as of June 30, 2011: Approved by consensus.
8. Review Quarterly Billing Summary as of June 30, 2011: Approved by consensus.
9. Receive update on final refund payments: ASM stated anticipated \$1.2M refunds to be distributed by 7/31/11 per scheduled settlement agreement.
10. Review proposed Resolution amending signing authority of Citigroup Smith Barney Brokerage Account: Recommended approval to the Board with changes as discussed.
11. Discuss future agenda items and next meeting date: Next meeting to be held on Tuesday, August 9, 2011 at 12:30.
12. Adjourned at: 1:55 p.m.