Meeting Minutes

See Monterey Finance Committee
Friday, October 23, 2026, 9:30AM – 10:30AM
Location: Zoom

Committee Members Present: Kirk Gafill (Chair), Erik Uppman, Chris Sommers, Dana Allen-Greil (joined during Item A)
Other Board Members Present: Janine Chicourrat
Staff Present: Rob O'Keefe, Teresa Savage, Richard Dole, Dawn Mathes-Park, Jeniffer Murray, Joan Lucido, Jeff Watts

CALL TO ORDER: Kirk Gafill called the meeting to order at 9:32 AM with a quorum present.

PUBLIC COMMENT: None

MEMBER AND STAFF ANNOUNCEMENTS: Dawn Mathes-Park introduced new hire Sarah Solis, who will join the team as Marketing Manager, starting Monday.

CONSENT AGENDA

A. Minutes for the June 18, 2026 Finance Committee Meeting
   Recommended Action: Approve minutes.
   There was a motion to approve the consent agenda as presented. M/S Chris Sommers / Kirk Gafill. The motion carried unanimously.

REGULAR AGENDA
NEW BUSINESS

A. First Quarter (2026-27) Financial Review
   Recommended Action: Review and discuss Financial Statements for the three months ending September 30, 2026. Recommend Board approval of First Quarter (2026-27) Financials.

   Richard Dole presented the Q1 financial statements. Total revenue was $4.33 million, 1% above budget. Total expenses were $3.337 million, about $208,000 (6%) below budget, leaving $994,000 net retained against a budget of $754,000. Most of the variance is timing, such as invoices arriving in a different quarter, and unspent funds will be reallocated in the re-forecast.

   Discussion covered jurisdiction payment timing and the operating reserve, the agency of record RFP, IMEX costs and co-op participation, the rescheduled Big Sur FAM event, website and app security (the web team has since confirmed the PHP vulnerability was addressed), office space needs, the payroll accrual change, the audit, the budgeting software renewal, the line of credit and bank relationships, and a proposal to raise the payment approval threshold from $20,000 to $75,000, on which members asked for added redundancy. The audit

is expected to be complete by November 3, with Finance Committee and Executive Committee review on November 20.

Members asked for an IMEX cost and co-op summary and a list of agencies with costs and contract expiration dates at the January Finance Committee meeting. Staff will also present security procedures for financial management at that meeting.

There was a motion to recommend Board approval of the First Quarter (2026-27) Financials. M/S Erik Uppman / Chris Sommers. The motion carried unanimously.

GOOD OF THE ORDER:
Any further discussions: None
Any Public Comment: None

NEXT MEETING: Finance Committee / EC Special Meeting, Friday, November 20, 2026, 9:30AM – 10:30AM, Zoom

ADJOURN: Kirk Gafill adjourned the meeting at 10:31 AM.