

Minutes

See Monterey Finance Committee (Special)
Friday, October 24, 2025 | 2:00PM – 3:30PM
Zoom Meeting

MEMBERS PRESENT

Erik Uppman
Dana Allen-Greil
Kirk Gafill

Public

Chris Sommers
Jarrod Penner

STAFF PRESENT

Richard Dole
Rob O'Keefe
Teresa Savage
Marissa Reader
Joan Lucido

CALL TO ORDER: Erik Uppman called the meeting to order at 2:01pm.

PUBLIC COMMENT: None

ANNOUNCEMENTS: None

CONSENT AGENDA

There was a motion to approve the Minutes of the April 18, 2025 Finance Committee Meeting. M/S Kirk Gafill/Dana Allen-Greil. The motion passed unanimously.

REGULAR AGENDA

NEW BUSINESS

A. 2024-25 Audited Financial Statements Review

Jarrod Penner of BKP presented the audit findings stating that a clean unmodified opinion was being granted, and indicated no material internal control weaknesses were identified. He complimented the See Monterey team for their responsiveness in the process and thoroughness working through a new accounting software in the past year.

There was a motion to recommend the Board approve the 2024-2025 Third Quarter Financials. M/S Kirk Gafill / Erik Uppman. The motion passed unanimously.

B. 2024 IRS Form 990 Review

Jarrod reviewed the 990 asking for the committee review and questions to be submitted so form can be filed before November 11th deadline. A copy of the 990 was to be sent to the Finance committee to review and vote on via email prior to the board meeting.

There was a motion to recommend the Board approve of the 2024 IRS Form 990. M/S Eri Uppman / Dana Allen-Griel. The motion passed unanimously.

C. First Quarter (2025-26) Financial Review

Richard reviewed in detail the first quarter financials with the committee. A variance in revenue due to timing of funds from jurisdiction partners on different payment plans was highlighted with discussion following regarding jurisdiction partner payment options. Rob highlighted Q1 and Q2 variances

in the Marketing department the reason for the large variance being team bandwidth to complete projects and new opportunities that arose such as the new Chicago flight and Highway 1 reopening that were not initially included in the business plan.

There was a motion to recommend the Board approve the First Quarter 2025-2026 Financial Review. M/S Kirk Gafill / Erik Uppman. The motion passed unanimously.

D. Financial Policy Recommendation

Richard highlighted two small changes to See Monterey's financial policies to include adjusting the required receipt threshold to \$25 and extending the expense report submission time frame to four days.

There was a motion to approve changes to the financial policy. M/S Erik Uppman / Kirk Gafill. The motion passed unanimously.

GOOD OF THE ORDER: Erik passed the gavel to Kirk thanking him for stepping up to fill the Treasurer role and that we was in good hands. Rob thanked Kirk for helping the committee out.

ADJOURN: Erik Uppman adjourned the meeting at 3:30pm.

NEXT MEETING:

Friday, January 23, 2026

Zoom

9:30 AM – 10:30 AM