



Upper Valley Lake Sunapee Regional Planning Commission

UVLSRPC Finance Committee Meeting

Wednesday April 10, 2013

UVLSRPC

Lebanon, NH

Approved May 8, 2013

Committee members present:

Katherine Connolly, Hanover

Larry LeClair, Lebanon

Jeff Kessler, Newport

Thain Allen, Grantham

Peter Guillette, Claremont

Others:

Yutian Zhang, staff

Christine Walker, Executive Director

- Thain called the meeting to order at 4:00 p.m.
- **The Minutes from February 13, 2013 were approved by motion from Jeff. Second from Larry.**
- **The Minutes from March 27, 2013 were approved by motion from Larry. Second from Katherine.**
- Yutian presented the overview of the March Pro forma Statement. Income statement was in the loss situation. Larry pointed out liability to New Hampshire Department of Transportation has not reflected on the balance sheet and income statement. Loss for March 13, 2013 will be around \$8,000.00 more compared to the pro forma financial statements.
- Christine went through the second draft of Revenue and Expense budget line by line; the second draft will be presented on the full commission meeting.
- Christine mentioned the server for the normal function was out of capacity. Investment for upgrade of the server has been included in the Fiscal Year 14 budget. Christine would like to know if it is possible to make the decision to upgrade the server in Fiscal Year 13 instead of Fiscal Year 14. That will help the normal operation function.
- Larry explained it is only two-month delay for inputting the new server. In addition, the decision can be made by the Executive Committee.. **Katherine made a motion to take the decision out of the full commission meeting. Second by Larry.**
- **Motion was made by Thain to adjourn the meeting. Second by Larry. Meeting adjourned at 4:50 p.m.**

Minutes prepared by Yutian Zhang