

**Industrial Development Board of the City of Oak Ridge  
Chamber of Commerce Building – Small Conference Room**

**APRIL 14, 2014 – 1:30 p.m.**

**FINANCE COMMITTEE MEETING**

- |      |                    |                  |
|------|--------------------|------------------|
| I.   | Call to Order      | Chris Johnson    |
| II.  | Roll Call          | Jennifer Johnson |
| III. | Approval of Agenda | Chris Johnson    |
| IV.  | Finance Committee  | Chris Johnson    |
- a. Current guidelines for finance function of IDB
    - 1. Review of By-laws
    - 2. Review – 2-21-14 Letter from Ken Krushenski to David Wilson re: Administrative Policy and procedures for Investment of Funds
    - 3. Review of Committee Charge
    - 4. Discussion
      - 1. \$5,000 resolution referenced in work session
      - 2. Audit reports
      - 3. other
  - b. Discussion: identification of additional needed guidelines for Finance Policies and Procedures
  - c. Recurring Meetings
    - 1. Frequency and standing agenda items
  - d. Review of 3<sup>rd</sup> Qtr and YTD actual vs. budget
  - e. Summary: all known IDB contracts/commitments
  - f. Projected Revenues and Expenditures for balance of FY-2014
  - g. FY 2015 Budget/Plan
  - h. FY 2015 CAM
  - i. FY 2015 Goals and Objectives
  - j. Based on 2014/15 plans: discuss specific cash/investment plans
    - 1. Current cash position
    - 2. Review of the CD's maturing
- V. Adjourn

***Next Regularly Scheduled Meeting is Monday, May 5, 2014***