



Old Colony Planning Council Annual Meeting

June 28, 2023, 6:00pm

Via ZOOM Conferencing or In Person

Video: <https://zoom.us/join>

Meeting ID: 832 2140 2258

Passcode: 168176

Phone: +1 (786) 635-1003

Meeting ID: 832 2140 2258

Passcode: 168176

MINUTES

Agenda for Meeting No. 598
June 28, 2023

Old Colony Planning Council
70 School St, Brockton, MA 02301

1. Meeting was called to order at 6:00pm by acting President, Becky Coletta
2. Roll Call:
 - a. In Person: Alex Haggerty, Frank Staffier, Preston Huckabee, Peter Spagone Jr., Jeanmarie Kent-Joyce, Eldon Moreira, Noreen O'Toole, Daniel Salvucci, Iolando Spinola
 - i. OCPC Staff: Mary Waldron, Brenda Robinson, Sean Noel, Joanne Zygmunt, Laurie Muncy, David Klein, William McNulty, Guoqiang Li, Shawn Bailey, Kyle Mowatt, Andrew Vidal, Don Sullivan, Megan Fournier, Elise Prince, Alyssa Papantonakis, Nate Ryan
 - ii. Other: Allison Shane
 - b. Virtually: John Costa, John Bruno, Rhonda Nyman, Joe Campbell, Alysha Siciliano-Perry, Tony DeFrias
3. Consent Agenda of May 2023 Meeting Minutes and Environmental Notices: *Unanimous Approval*
4. May 2023 Financials: Unanimous Approval
At the end of May, we were in good Financial Condition showing a 6.93%% Budget surplus.
 - A. **Statement of Expenditures Report** shows total expenses for the month of \$260,713.56.
 - B. **Cash Position Report** shows Income for the month of \$626,617.78.

Disbursements for the month were \$758,578.27.

The Total cash available at month's end was \$1,898,402.10.

OPEB Account had a **LOSS** of \$14,825.41. Bringing the ending balance in the OPEB account to \$964,510.14.
 - C. **Budget Resources Report:** Total receipts for the month of \$626,617.78 – brings the total Year to Date receipts to \$4,604,332.04.
 - D. **AAA Report:**
 - Outstanding Balance for AAA Pass Through Programs was \$807,110.29.
 - Outstanding Balance for AAA Admin and Ombudsman Programs was \$169,612.07.
 - This brings the total outstanding balance for all AAA Programs to \$976,722.36.

Voluntary Transportation Account: beginning balance was - \$173,412.95. Restricted fund payments to Volunteers were a total of \$1,319.84. Donations received were a total of \$373.39. Bringing the ending balance in the fund to \$172,466.50.

E. ROM Statement and Activity:

Balance at the beginning of the month was \$171,449.98.

Receipts were \$8,350, bringing the total receipts to \$73,350.

Expenses were \$5,763.01 bringing the total expenses to \$78,313.99.

The ending Statement Balance was \$172,487.38.

F. Budget Spend-down Report:

Page One: Total Expenditures were \$2,117,043.

The Spent to date Percentage rate at the end of May was 84.81%. The Ideal Percentage in the 11th Month of the Fiscal Year would be 91.74%, so at month's end we had a 6.93% surplus.

Page Two: As FY23 close draws near, the numbers will adjust to actual income. In the end, the income budgeted for the year does not necessarily balance to what was originally budgeted, while usually remaining close to the original number. Only when June is officially closed will the Income Numbers become actual. Some customer budgets will have increased, and some will have decreased. Still others, such as in the example of the Brockton Inventory Grant – what was originally budgeted for only FY23 – now splits between FY23 and FY24, thus decreasing FY23 income while increasing FY24 income.

Page Three: Same criteria occurs for Page Three AAA Pass-Through Income. The budget numbers on this page will be updated a bit later than the regular budget as we need to wait for the final numbers to come from AAA. This year, we will be more up to date than in the past, as we will be estimating AAA income amounts through the end of June, based on history and current trends. We expect these estimates to be close to actual, and any differences will be adjusted by recognizing those differences in FY24 (note that AAA's fiscal year runs October 2022 through September 2023). This means that we can close our Fiscal Year and have the FY23 Audit completed much faster than prior years. While we usually don't completely close until January, this year, we fully expect to close a few months earlier.

G. List of combined A/P and Cash Transfers for May

FY24 Budget

Page One shows a surplus for FY24 of \$195,171. We have already gone through the list of changes from FY23 to FY24 expenses but please feel free to look this over and ask any questions if you would like. The expenses and the surplus amount is based on Grant and Program income expected in FY24, as shown on page 2. Page three is not yet updated with final expected Pass-Through Funds. Since the FY24 proposed budget will be largely based on FY23 actual income and expenses, only when FY23 officially closes, will the FY24 proposed budget numbers officially update and begin the new year's budget.

5. OCPC Annual Report: A summary was provided. The report can be viewed online here: https://oldcolonyplanning.org/about-2/#dearflip-df_9753/1/
6. 2023-2024 OCPC Officers: *Unanimous Approval*
 - a. The following names were endorsed by the nominating committee on Tuesday, June 27th.
 - i. Becky Coletta - President
 - ii. Christine Joy - Treasurer

- iii. Eldon Moreira – Secretary
- 7. FFY 2023-2027 TIP Amendment 4: *Unanimous Approval*
 - a. Charlie Kilmer presented the recommended amendment.
- 8. Discussion regarding summer meeting schedule: *Unanimous approval* to not hold meetings in July and August
 - a. Executive Committee can be called to meet to address any emergency matters.
- 9. Adjournment