

**Minutes**  
**Finance Committee**  
**United Way of Cleveland County**  
**7:30 AM – October 4, 2016**  
**United Way Headquarters**  
**Todd Douthit, Chairman**

**Members Present:**

Todd Douthit  
Dr. Bruce Boyles  
Stacy Clapper  
Justin Merritt

**Guest:**

Terry Lancaster

**Staff Present:**

Bill Hooker  
Leslie Cobb  
Shelly Lovelace  
Donna White

Mr. Douthit called the meeting to order and welcomed the group.

Mr. Douthit then turned the meeting over to Mr. Lancaster, with C. DeWitt Foard and Company to give the review of the Audit.

Mr. Lancaster stated that the audit process had been clean and was a smooth process. He then briefly explained the contents of the Financial Statement and Letters. He stated it was an unqualified audit and that we rely heavily on 3 companies. He asked the committee if there were any questions; being none, Mr. Douthit then took back over the meeting to approve the April & August 2016 minutes.

Mr. Lancaster left the meeting.

Mr. Douthit then called for a vote to approve the April & August 2016 minutes. **Mr. Merritt made a motion to accept the April & August minutes as presented. Ms. Clapper made the second. All approved.**

Mr. Douthit then gave a review of the *August Banking Report*. He stated that our total Fund on Deposit was \$765,852.33. He also noted that we are \$40,662.33 over our 6 month reserve target. Mr. Douthit asked if there were any questions from the group. Being none, he moved to the *August Collections Report*.

Mr. Douthit stated the 15/16 campaign year is at 66.3% collected compared to 58.4% for the 14/15 year and 64.8% for the 13/14 year. Discussion followed. He asked if there were any questions; hearing none, he proceeded with the *August Operating Budget* review.

Mr. Douthit stated that the operating budget should be at a target of 16.67% expended two months into the fiscal year and we are operating at 15.82%. He asked if there were any questions; hearing none, he gave a financial update on *Cleveland Cares Program*.

Ms. Lovelace stated that the United Way had been presented with an opportunity to partner with the healthcare industry to provide accounting services for indigent care patients. Ms. Lovelace stated that attorney, Mr. John Scheppe, had reviewed the documents concerning the Cleveland Cares Program and did not see anything to be concerned over. Ms. Lovelace stated that United Way would receive a 10% administrative fee. Ms. Cobb went into more detail about the relationship between United Way and the partnering medical facilities.

Mr. Douthit thanked everyone for coming and adjourned the meeting.

Respectfully submitted,

Todd Douthit

Chairman

United Way of Cleveland County, Inc.

Minutes recorded by Shelly Lovelace, VP Finance & Administration