

Administration Committee Report to the Board

March 2, 2016

The most recent meeting of the Administration Committee was held on February 24 in the ElderStudy classroom. The members present were provided with a brief discussion of a Preliminary Operations Report covering the financial expenditures for the first six months of the ElderStudy year and were informed that the IRS had accepted the tax return for the 2014-2015 year (September 1 2014 to August 31, 2015). Under New Business, it was reported that the 2016-2017 Budget Call would be formally issued at the March 2 Board Meeting as would be the Call For Review & Revision of the Policy & Procedures Document. It was also reported that the search for a potential 2016-2017 Committee Chairperson was continuing without success.

The next Committee Meeting is scheduled for May 24 (potential reschedule to May 25). The Committee will be developing a proposed budget for the 2016-2017 year (September 1, 2016 to August 31, 2017) as well as developing a proposed membership fee schedule for the same period.