

**PLACER COUNTY RESOURCE CONSERVATION DISTRICT
MINUTES OF THE FINANCE COMMITTEE MEETING
MARCH 22, 2023**

CALL TO ORDER

The Finance Committee of the Placer County Resource Conservation District (District /RCD) was called to order by Committee Chair Kristin Lantz at 2:00 p.m., at 11641 Blocker Drive, Ste. 120, Auburn CA.

MEMBERS AND OTHERS PRESENT

Directors Present: Stephen (Steve) Jones
Kristin Lantz
Thomas (Tom) Wehri

Directors Absent: None

Others Present: Sarah Jones, RCD Executive Director
Donna Thomassen, Administration and Finance Manager
Kate Espinola, Executive Assistant

APPROVAL OF AGENDA

Steve Jones moved to approve the agenda as presented. Tom Wehri seconded, and the motion passed unanimously.

BUSINESS

New Business:

a) Draft Financial Policies

The committee reviewed the following draft policies and procedures:

- Financial Management Policy
- Operating Reserve Policy
- District Issued Credit Card Policy
- Credit Card Procedures
- Employee Agreement: Use of District Issued Credit Cards

ADJOURNMENT

The finance committee meeting was adjourned at 3:14 pm. Steve Jones moved to adjourn the finance committee meeting. Tom Wehri seconded, and the motion passed unanimously. The next finance committee meeting is scheduled for May 23, 2023, from 2:30 pm to 3:30 pm at the RCD office conference room.