

PERSONNEL & BUDGET COMMITTEE MEETING

The November 17, 2020 Personnel & Budget Committee meeting was conducted remotely. All participants were present via Zoom conference and the meeting was livestreamed through YouTube: <https://youtu.be/-a1qQgZn2CM>

MINUTES

Members Present

Alan Avery (Committee Chairman), William Pikolycky, Richard Prickett, Mark Lohbauer

Members Absent

Gary Quinn, Jane Jannarone, and D'Arcy Rohan Green.

Staff Present

Executive Director Nancy Wittenberg, Jessica Lynch, Zobeida Concepcion, Susan Grogan, Stacey Roth.

Edmund Caulfield, Governor's Authorities Unit, on the phone.

Commissioner Avery called the meeting to order at 9:35 a.m.

Adoption of Minutes from the September 29, 2020 Personnel and Budget Committee Meeting

Commissioner Pikolycky moved the adoption of the minutes of the September 29, 2020, Personnel and Budget Committee meeting. Commissioner Prickett seconded the motion.

All Commissioners present voted in favor, and the minutes were approved.

Financial Updates:

Check Register (August 2020 to September 2020) – Business Services Manager Jessica Lynch highlighted the more noteworthy purchases/checks on the register.

Electronic Disbursements – EFT, Direct Deposit, ACH (August 2020 to September 2020).

Application Fees – Ms. Lynch stated that the applications fees are currently at 55% budgeted.

DRAFT FY2021 Budget

ED Wittenberg and Jessica Lynch introduced the draft budget for Fiscal Year 2021. The Katie Trust Fund, the Kirkwood-Cohansey Fund, and the Pinelands Conservation Fund were presented. Multiple questions were answered.

ED Wittenberg presented the FY21 operating budget. Revenue and expenditures were reviewed. ED Wittenberg noted the deficit in what the Commission pays for fringe benefits and the amount the Commission receives from the state. Also noted was the interest income decrease due to COVID. Multiple questions were answered. Staffing needs were also discussed.

Commissioner Lohbauer moved to recommend the budget to the full Commission. Commissioner Pikolycky seconded the motion. All Commissioners present voted in favor.

Public Comment

There was no public comment.

Closed Session

There was no closed session.

With no further items to discuss, Commissioner Avery asked for a motion for adjournment. The motion was moved by Commissioner Pikolycky, seconded by Commissioner Lohbauer and unanimously approved.

The meeting was adjourned at 10:33 a.m.

Certified as true and correct:



Zobeida Concepcion, Human Resources Manager

Date 12/5/20