



SANTA YNEZ COMMUNITY SERVICES DISTRICT
FINANCE COMMITTEE MEETING
Minutes of February 28, 2023

NOTE: This meeting was held in person, and a zoom link was provided on the Agenda

The meeting was called to order at 9:02 AM.

Director David Beard, Director Tina Padelford, General Manager Loch Dreizler, Interim Administrative Assistant Jeanne L. Goodwell, Kirsti Even, Manager Government Advisory Services from Eide Bailly, attended via Zoom.

- Mr. Dreizler and Ms. Evan provided a summary of tasks completed by Eide Bailly to date, including an audit preparation update, including a recognition that FY 22/23 ends in 4 months and the District should be in good shape to prepare for next year's audit.
- Ms. Evan will share a planning tool to help the District prepare for the 23/24 Budget.
- Staff and Ms. Even compared *Black Mountain Software* to *QuickBooks Online*, including costs, user interface, and user familiarity – easier to hire someone familiar with QuickBooks than Black Mountain. As a result, the staff believes migrating to *QuickBooks Online* in May is a fiscally responsible decision. In addition, Ms. Even pointed out that BMS has some specific shortcomings and that QuickBooks can fulfill the District's needs.
- Ms. Even stated that all items had been submitted to the auditor. She believes the auditors will respond to the District before the end of March.
- Ms. Even indicated she would work with the District to create and document accounting procedures that align with Best Practices.
- The committee also discussed what else Eide Bailly could do for the District in the future. Consider providing that separation of functions outlined by Best Practices and previous audits. Eide Bailly could also do monthly bank reconciliations and some month-end or quarterly procedures and assist with the year-end audit.
- Mr. Dreizler created a calendar for the District to be used as a budget scheduling model. The committee members agreed to meet the week after the Board meeting on 3/22/2023 at 10:00 AM.

APPROVED:

ATTEST:

David Beard, Committee Member

Loch Dreizler, General Manager

Attached: Budget Milestones