



CITIZEN'S BUDGET OVERSIGHT COMMITTEE

January 18, 2017 – 201 W. 14th Street, Wilmington, DE 19801

Minutes

Members Present: Kevin Lair, Jodi O'Ferrall, Richard Riggs, John Kane, Eric Williams, Thomas Wannop

Others Present: Bill Ray

I. Review of minutes from previous meeting

- Committee reviewed December 2016 meeting minutes and voted to approve, pending updates to attendee list

II. Committee member update

- The committee welcomed Thomas Wannop as parent representative

III. Review of Finances – Bill Ray, Controller of Build the Future, presented the financials for the month ending December 31, 2016. As the financials were reviewed, the committee discussed a series of items as follows:

- Food service revenue is lower than budget, but this is offset by lower expense
- Fund raising target is \$175,000 with \$50,000 raised YTD. Activities ramp up in March/April

IV. Other items

- The payee list was reviewed with no concerns
- A draft of bylaws for the committee was recirculated. This version will be sent to DOE for comment.
- Eric Williams will assume role of committee chair. Jodi O'Ferrall will retain role of secretary.

V. Next Meeting

- The next CBOC meeting is scheduled for February 15, 2017, at 4:00 PM

VI. Adjournment – The CBOC adjourned at 4:35 p.m.