REALTIME FILE

# May 26, 2020 SILC Finance Committee Meeting

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>> Hello.

>> Hey, it's Tracy. I will stay on hold until we have more people.

>> Hello. Hello.

>> Hey, Joe, it's Tracy.

>> Hello, Tracy, how are you?

>> I'm doing okay. How are you?

>> I'm trying to keep away from the virus.

>> I bet. We're waiting for a few more people to join so we'll probably just sit here on mute for a couple more minutes. We're supposed to start at 1:00.

>> I appreciate you sending me stuff, Tracy.

>> Sorry, I had you on mute.

>> I said I --

>> You're welcome.

>> -- I appreciate you doing your job. I am not very happy about the rest of the people not doing their job.

>> Hmm.

>> I want that on public record. Feeling pretty sick myself. How you been?

>> Okay, I guess.

>> Hey, Tracy. How are you both?

>> Good!

>> Good!

>> Doing well.

>> Another -- good! How is the weather up there, Aaron?

>> Pretty humid.

>> No snow? (Laughing) No snow.

>> Good! (Laughing)

>> It's around 80 degrees.

>> (Laughing) Perfect!

>> How is your weather in Midland?

>> How about 90 degrees?

>> Yeah. How about all the displaced people with disabilities out there? Hello?

>> What's that?

>> How about all the displaced people with disabilities out there? What, there weren't any people with disabilities, displaced by the flood?

>> Yeah. There's a few of them. I know the SILC up here is assisting and FEMA is on it, too.

>> How are they doing that, Steve? My CIL you can't even reach.

>> I know --

>> How is the Midlands CIL doing?

>> They're still operating remotely.

>> Oh, really? What are they doing?

>> Why don't you give them a call?

>> Well, I gave my CIL a call. They don't even answer the phone. And they haven't for two months.

>> Hmm.

>> Pretty wonderful, isn't it? With all the emergency preparedness stuff going.

>> How you doing, Glen?

>> Pretty good. How about you, Aaron? Hi, everybody!

>> Hey, Glen!

>> How is the weather down your way, Glen?

>> I'm sorry; what was that?

>> How is the weather down your way?

>> Weather? Oh, it's beautiful. We're finally --

>> It's gorgeous here, too.

>> Yeah. This is -- you know, I have been working from home and proud of myself I have been doing a pretty good job of staying focused; but I think the degree of difficulty has just gone up.

>> Uh-oh.

>> Because it looks really tempting out there.

>> Yeah. (Laughing)

>> My normal office doesn't have windows so I can only imagine it's nice out; but I have a great view here.

>> Awesome. It's nice that the humidity is down a little bit today, too.

>> Yeah. It's very pleasant.

>> Yeah, I think we're waiting on Yvonne. She said she could participate. Did you hear from Theresa, Tracy?

>> I have not heard anything from her.

>> Okay.

>> Tracy or Steve, how many people said they could attend?

>> Well, it would be just the four of you -- you, Aaron, Yvonne, Glen, and Theresa.

>> And I think the ones that responded were you and Yvonne to the Outlook invite, Aaron.

>> Okay. So we're waiting on Yvonne and Theresa?

>> Theresa did not respond so we're not waiting on Theresa, but it would be great if she joined us; so we're just waiting for Yvonne, who is the chair of the Finance Committee. I'll give her a text right now and see if she's gonna dial in.

I just sent her a text so hopefully she'll be dialing in here.

>> Sounds good.

>> I sure hope there isn't any emergency. I said, I sure hope there isn't any emergency preparedness call that has to be sent out to Yvonne. Oh, you guys keep muting me. You are just --

>> Hi, everybody! I'm here.

>> Hi, Yvonne. Joe, you were not on mute. Everyone could hear you.

>> Oh, you unmuted me.

>> Hi, Yvonne.

>> Hey, Yvonne, this is Steve. I think we've got everybody that is going to attend. We've got you, Aaron, and Glen. We didn't hear back from Theresa so if you want to go ahead and get us started, we can get rolling.

>> All right! Well, we'll officially call to order at 1:03:00 p.m. and Tracy, will you do an official roll call for us?

>> Sure. Aaron?

>> Present.

>> Glen?

>> I'm here.

>> Yvonne?

>> Here.

>> Theresa? You have a quorum.

>> Thank you! Are there any addition to the agenda?

>> I think we need to add accommodation request. This is Aaron.

>> You mean the reading of that? The thing that Tracy -- or is it something else?

>> We usually ask the public if they have any accommodation requests and that wasn't on there. I just would like it to be added so it can cover our bases.

>> Okay. Steve, can you scroll down on that agenda a little bit? There we go. Okay. All right.

>> So we could do accommodation requests now if you would like, Yvonne.

>> Okay. Are there any accommodation requests from anyone participating in this call?

>> Yes. Joe here. I would like to have an accessible copy of the IRS 990, which was not fully accessible -- only partially accessible -- and I would like an accommodation request for other documents that I requested that were not fully accessible.

>> All right.

>> Prior to this meeting.

>> So the documents that are, um, for this meeting weren't accessible?

>> Not all of them.

>> Okay. Steve, can you make a note of that and see if there is a way we can make sure those are?

>> Yeah. Which one specifically were not accessible, Joe?

>> Well, I have to go through about 500 documents that were not made available to me prior to this meeting. One of them was not -- the IRS 990 was not fully accessible. The other documents that were not fully accessible were the -- I can't even get into them right now because I have to go back and forth on my documents. But there was one document related to the auditor of last year -- of this year -- that was totally inaccessible.

>> If you could let Tracy know specifically by e-mail which documents those were, we can make them accessible for you. Typically they're in PDF, Excel, or Word.

>> Whatever.

>> All right. So with that, can we make a motion to approve the agenda? Oh, you're on mute, Aaron.

>> I'm sorry; I will make that motion.

>> All right. And a second? Did we lose Glen? He's not on my list here.

>> I don't see him, either.

>> Okay. Well, I do not believe that we have a quorum. Are there any action items we have to take, Steve?

>> There are not. This is more for informational purposes.

>> Okay. Then let's go ahead and move on to public comment. Tracy, do you have that statement handy?

>> Hey, Yvonne, you can actually second the motion to approve the agenda.

>> Oh, okay. I wasn't sure if I could or not, but we don't have -- I mean, voting on it is kind of -- we don't have a quorum to vote on it.

>> Hopefully Glen will dial back in. Okay, yeah, you can move on, then.

>> Okay.

>> I have it in front of me, Yvonne, if you want me to read it.

>> I would appreciate it.

>> Members of the public will be called on by the chairperson. You will be allowed five minutes as an individual and five minutes as the designated representative of a group.

During this time you are to engage the council and not otherwise engage in unnecessary communication with council members.

>> All right. Do we have any public comment?

>> Yes!

>> All right. I'm sorry; it's been a while since I have done one of these. What is the standard time for public comment? Three minutes?

>> Five minutes.

>> Five minutes.

>> Five minutes; okay, sorry; I didn't know.

>> And at the beginning and at the end.

>> Okay; go ahead, Joe.

>> My name is Joe Harcz H-A-R, C as in charily; Z as in zebra. Your agency has been violating several laws over decades, but they've gotten worse under your leadership, Madame, and under Aaron Andres' leadership. Sir, you have violated the Open Meetings Act. You have violated the Freedom of Information Act; and -- but the worst thing is after I get the check receipt, I see that you sent Rodney Craig out to the Congress in February. Rodney Craig, who -- wait a minute. Rodney Craig, who bought a crook on board, upsetting them, who stole public money. The court did. Heart break.

At best, it was malfeasance. At best, it was malfeasance. He destroyed this entity and everything that was supposedly related to anything at all with independent voting.

You sent all these non-disabled people to suck up money! And now, now, ladies and gentlemen, you have a non-vetted spill -- not vetted -- nothing! Nothing! Nothing has been done related to emergency preparedness; not a god damn thing! Nothing!

Oh. And now I have a smirking conversation with Mr. Locke saying "Oh, well, why don't you call the Midland Center for Independent Living?" which he works for, which is under an emergency right now?!

Or they say to call my Center for Independent Living -- which doesn't answer its own phone! Which it never has! And which does NOTHING about emergency response! And you want to put that in the next spill? You want to suck more frickin' money?!

Do you understand, ladies and gentlemen, how incensed I am at your malfeasance? And that what you do is just take a look at we people with disabilities as cash cows. We're only cash cows to you. We're only a dollar sign. That isn't independent living. Never has been; never will be; never, NEVER, ever was the principles of what Ed Roberts and others who founded this movement, fought for.

We got a bunch of non-disabled people -- non-disabled people -- sucking frickin' money out of our system; and you're leaving us behind. I-am-incensed, ladies and gentlemen. I am incensed at you, Mr. Locke, when you said you were gonna be open and transparent and you just LIED! Lied to my face! I am incensed that you, Mr. Andres -- who is nothing but sucked up to these people who suck up blood. I am incensed that you, Ms. Fleener -- who takes over -- takes over -- our system for self-determination and turns it into a pile of bovine scatology.

>> All right, it's been five minutes, Joe.

Next item -- review second quarter financial. Steve, you want to lead us through this?

>> Yeah. And just for the public record, SILC did not pay for anybody but SILC member to attend the SILC Congress. If anyone else attended, their employer paid for that.

Moving to the second quarter financials, we will start with the statement of financial position, which is our balance sheet from April 30, 2020. Our total current assets are $134,451. If we drop down to liabilities, I want to draw your attention to line 2900, deferred revenue. It is at $67,866. This amount represents the pre-2015 grant drawdowns that SILC drew down prior to 2015 from the BSBP grant. This is the remaining amount that we may owe back to BSBP. E-mail was sent to them a few months ago, asking them how they wanted to handle this. We still have not heard from them.

There was an agreement to spend down the post-2015 overdraws and SILC has expended those through the end of April and we are now charging our current year BSBP grant as opposed to the backlog of money that we had. So we have spent that down and we are holding on to this deferred revenue pending BSBP's opinion after they confer with LEO how to deal with this overdraw down prior to 2015.

>> Steve, is there any word as to when they're going to make the decision? Or do we have -- have we not ever heard from them in regard of that?

>> I heard back from Bill Robinson, and he said that they are conferring with LEO. He only e-mailed me one time a couple of days after my initial e-mail. They're gonna confer with LEO and then they were responding to needs from the pandemic and were making that a priority along with their state plan; so I will follow up with Bill here in the next week or so as a reminder that we still have this issue here and are looking for guidance on how they want to handle it.

Any other questions on the balance sheet?

>> How is that looking compared to the year before? Same? Better?

>> It's reduced down, Yvonne. It's basically -- we should -- we have about, I would say, about $30,000 from a fundraiser that SILC did many, many years ago, which is really the only assets that we have.

>> Okay.

>> We should really be at a zero balance; but that fundraiser happened; and then our $134,000, assuming that BSBP will want that back, will reduce our assets by that total amount.

>> Okay. All right.

>> Okay, the next item is the budget year-to-date. I've highlighted in the column our budget year-to-date through the end of April in the grayed area here. So our total actual revenue was $169,854. We were budgeted for $185,627. The difference is because of that third position. So you're going to see a skew throughout the numbers.

>> All right.

>> But mostly we are underspent in almost all of our lined items because of that third position.

One area that I want to draw your attention to would be health insurance, which is a little bit over. This was because of the one-time health savings account payment that happened in January, and that was read through the budget throughout the year and will correct that on next year's budget so that when we have one-time expenses during the year we will budget it for the month in which it's going to incur as opposed to spreading it over 12 months.

>> Yeah. Okay.

>> The next item would be retirement. We are underspent on retirement by $1,600. That is stew to me not currently participating in SILC's retirement system, but that may happen somewhere down the line. Another variant --

>> Wait, if that's one of your benefits, isn't that something that you should be receiving if you're not participating?

>> It is. I just have not set it is up yet. We still currently have my retirement from my former employer, and it's basically me just getting it together and getting on board with it.

>> Well, so will you be able to retroactively add what is owed to you, then, or no?

>> No. We would do it from the point that I start it, from that point forward. SILC wouldn't be on the hook for legacy costs due to my inaction on that.

>> All right; all right. I was suggesting that we should, but if that's what you think, that's fine.

>> Yeah. Just to keep it clean, I think that would be the best way to do that.

>> Okay.

>> The next item is the statewide data systems license, which is the licensing for the SILC network's database. That -- it looks overspent. We had $16,000 budgeted -- I mean, $16,000 actual expense and budgeted $9,916. Again, this was spread over 12 months where this was a one-time payment. That should even out by the time we get to the end of the year and, again, we will make sure we budget that for the month in which it's going to be spent.

>> Mm-hmm.

>> Accommodations is a little bit over. We had a few more accommodations based on council members' needs to fulfill their duties on the SILC. We will probably see that start to even out as we move through the year based on most of our meetings becoming online through Zoom Meeting.

>> Yeah, okay.

>> Our training expense, again, is under budget by a significant amount. Our travel expense is over by 314%. A lot of this had to do with the SILC Congress; and spreading this, again, across 12 months, we should probably see this even out as we get closer to the end of the year. Council meetings are underspent by $5,300. This is a reflection of having our meetings online. SPIL support, again, is heavily underspent. We spent $1,536 where we year-to-date should have been at $14,583.

Again, this is a reflection of not really having items called out in the spill that would tap the SILC resource plan. We will do some line adjustments with MRS in order to balance some of these line items out. There is a 5% cap online-item transfers but because of that pandemic, MRS is waiving that cap; so we will submit line-item transfers to balance out the overages and underages to make sure it's balanced. But at the end of the day when you look at total expenditures veer us is net operating revenue -- versus net operating revenue, we are at -$81.18, where we look to always approach 0 money in and money out because we are on a reimbursement basis out of $170,000, to hit at $81.18 is pretty much on target.

>> Accounts receivable I saw, like, $10,000 and change -- I think it was on your balance sheet?

>> Yeah. That would be a delay in -- just a delay in the transfer of the funds when we submit a statement of expenditures via BSBP or MRS.

>> So it's a month behind?

>> Yeah. It's monthly but when the statement is produced, it's in transit so it has to show up until it hits the bank account.

>> Yeah, I understand that all too well.

>> Yeah. (Chuckling)

>> Okay. Well, that's pretty good!

>> Yeah. And so any other questions on year-to-date financials? Before we move on to the check register?

>> I do not have any. Glen, are you back with us?

>> I am back.

>> Okay, good. Do you have any questions?

>> No.

>> Okay. Aaron? You're good?

>> I'm fine; thank you.

>> Uh-huh.

>> All right. Next is the check register, which is provided for your information. The check register is tabbed out by month. Nothing unusual, just our standard monthly bills. Q&A Reporting is our CART Services. United States Liability Insurance is our liability insurance. Supporting strategies is our accountant. Tracy's monthly reimbursement, our payroll, cell phone usage, rent, life insurance, health insurance, dental. AT&T -- which is our Internet. Zoom Video to support all of our council meetings and committee meetings. Payroll, Microsoft, which is our Microsoft Suite expenses for Office 365.

>> Annual -- wait.

>> Yes.

>> That's an annual amount?

>> Yeah.

>> Steve, shouldn't you be able to get that free as a non-profit? Or are you using a different version than the free one?

>> Glen, we typically use what is called Tech Soup.

>> Yeah.

>> Which is for non-profits aft discount rates; but because this is an online system as opposed to an actual software program that you download, because we're using the cloud for our documents and things like that, this is the annual fee to use that.

>> -- the number of users? Sorry, Glen.

>> No, go ahead.

>> Is that because of the number of users? Because we use that, too, and we don't pay nearly that much for it.

>> I'll look into that. I'll have Tracy look into that.

>> And we -- you know, our agency uses the cloud version and we get it free as a non-profit. Now, I know there are little bit of difference between the free version and the full version; but, I mean, they're pretty minimal. There's really not much we have run into. I can check on that and see. I'll talk to our I.T. guy and see --

>> As far as AT&T goes, I don't know how fast or how -- have we had any problems with having higher speed Internet or any lag or anything like that?

>> No, our Internet is pretty darn good.

>> You mean with a free account, Aaron?

>> Do what? I'm sorry.

>> If you have the free account, do you have a lag; or just in general?

>> I was just saying in general.

>> Oh, okay.

>> No, we have pretty good high-speed Internet at the office. This is Internet and also our phone systems.

>> Oh, that's not just --? So that Microsoft line item is phone, Internet, and Office 365?

>> No, I'm sorry. I jumped up here to the AT&T one when Aaron brought up AT&T.

>> Oh, I see. Oh, okay. Okay.

>> But I’ll have Tracy look into the Microsoft suite to see if we can't get that reduced down; and, Glen, if you have additional information on that, that would be great if you share that.

>> I'll check with our I.T. guy and find out how it is we get it and if you're eligible and then you can look at whatever differences there might be and decide if it's going to work for you; but, yeah, it's worth taking a look at.

>> Great! And then I'll pop back to March. Since our last financial committee meeting, Staples was office supplies. Again, health insurance, Hampton Inn was for our council meeting we had back in March.

Reimbursements for council members for attending the meeting. ALG Group was a partial payment for audit. Best Western was for -- I believe that was for Aaron to attend on Council's behalf Legislative Day at the Capitol. SunLife Financial is our dental policy so really nothing out of the ordinary there. So any questions on the check register?

>> This is Glen. I have -- I guess this kind of goes to the bigger -- question of reviewing the policies because I'm thinking, like, how are these reviewed? I mean certainly you look at them and they all make sense; but is there any review of making sure that we have all the receipts? Is that something Theresa does? Or how does that happen?

>> Yeah. So when we get invoices, the invoices are uploaded to Hub Docs. You can even take a photograph of an invoice and then upload to Hub Docs. It goes into a queue, and those invoices are reviewed by either myself or Tracy; and then they are electronically approved for payments based on that invoice being in the system. It's an actual picture of the actual invoice itself. And all those invoices are saved within Hub Docs so we have access so the actual invoice electronically itself.

Once those invoices are reviewed and approved for payment, there's a button you click in Hub Docs that transfers them over to bill.com, and then bill.com processes the payment through electronic fund transfer -- if we have the account information for that vendor -- or bill.com will produce a paper check and then mail that out if we do not have that vendor banking information on file on behalf of SILC so we no longer have stock checks in the office. We've gone to a completely electronic system.

>> But as far as review, it's either just you or Tracy? Nobody outside?

>> Well, we do separation of duties between Brad, who is our accountant; and myself and Tracy; but certainly if we want with someone from the Finance Committee to look at that -- Yvonne, yourself, anyone who -- we could produce reports from that and pull those up and have those a part of this as too as a check-and-balance as well.

>> Yeah, and I'm not sure if that's -- I mean, that's how I have done it with other organizations. I'm not saying we need to, but I'm just wondering -- it gets me back to those policies and procedures that --

>> Yeah.

>> -- were being updated and just wondering where that is. I think once we look at those as a whole, then we can say, "Yeah, that needs to be done" or, "No, everything is cool; we don't."

>> Yeah.

(Overlapping conversation)

>> And that is still on the top of the pile; with all the stuff happening at the state, we would have Bill Addison assist us with that process and with the pandemic and everything at MRS, it got pushed to the back; but it's still going to happen. He is going to help the Finance Committee walk through those policies and procedures and get processes in place that would include questions like that, Glen, on what best practices would be in terms of the Finance Committee's involvement in day-to-day operations or spot-checking or reviewing invoices for external for vacation; and we can talk about that at that time.

I'm not sure when that's going to happen, but we have not lost sight of it.

>> Okay.

>> I think --

>> -- thank you.

>> If Bill Addison isn't available, I think we can still go through as the Finance Committee, the steps and make sure that there are adequate separations of duty and checks and balances.

>> Sure. We could bring in Brad Jacokes, who is our accountant, also --

>> Right.

>> -- as a source on best practices for that as well; absolutely.

>> I don't think that Glen, nor Aaron or I, want to be involved in a daily operation kind of thing; but I do think it does feel maybe a little too hands-off to see things match up -- you know, that invoice that went with that payment, that kind of stuff.

>> Uh-huh.

>> So it would be nice to maybe quarterly, you know, be able to either meet in person or have Tracy pull ones that we ask for, just to see that they exist.

>> Sure!

>> Doesn't Michigan ask for this data when they reimburse you?

>> We fill out a statement of expenditures, an SOE, that we send in; and then they ask for a line-item detail. They don't ask for copies of invoices or things like that.

>> Okay.

>> But I mean, if you wanted to do something like that, I could have Tracy share her screen and she could pull up Hub Docs --

>> Yeah.

>> -- and you could see it live on the screen where those things are actually stored and if you wanted to spot-check some of them --

>> Yeah.

>> -- we could easily pull them up and you can see them on the screen.

>> I agree with Glen and glad he brought it up that we don't want to lose sight of that and maybe the goal --

>> Yeah.

>> -- is before the next budget starts we kind of have an informal process, if not formal, in place of how to do more of that quarterly check --

>> Sure.

>> Yeah, and understanding that, you know, everything has been a little crazy and --

>> Yeah.

>> -- Bill probably had other priorities, I don't mind waiting a little longer but as long as we have a plan in place and certainly, you know, by the next fiscal year for sure; but, I mean --

>> Yeah.

>> -- right, if Bill is not able to get to it in the foreseeable future, I think as a committee we can probably take on the review. But also I think there's no point in reviewing what we have if it's going to change, you know, in a month.

>> Right. Great!

>> I have a question about the cloud-based stuff.

>> Yeah.

>> On the history of receipts and all that, how far can you go back in the cloud and see different items -- is there a cutoff point or not?

>> You mean as far as the invoices in Hub Doc system?

>> Yes.

>> That started when Brad came on board about a month after I started As far as the other invoices, I would have to imagine that there is a paper file for all of those matched with check stubs. Tracy, correct me if I'm wrong; is that how it was? I know at SPIL we matched the check stubs with the invoices, stapled them together, and filed those by month.

>> Yep, you're correct.

>> So in theory we could go back to the time where you started Hub Docs and see different transactions?

>> Actually, in reality you can see every single thing we have ever paid, see the supporting documentation for all those checks, and they're all loaded right there into perpetuity.

>> So there isn't a limit on what is saved and what isn't saved at that point?

>> No.

It's going to be in there forever. As long as we continue using this system, everything we have loaded into there stays there in an archive forever. So if you ever want to go back from the time we started and look into a payment and supporting documentation, it's all there electronically through the Hub Docs portal.

>> Great. Thank you.

>> You're welcome.

>> All right. Any other questions about the quarterly reports? All right. You want to move on, Steve, to the 2021 draft?

>> Yeah.

>> We need to approve it; do we not?

>> No, not at this point, Aaron. Listel you what the strategy is here.

>> -- quarterly report, Steve. Do we want to approve them or no? Do we need to do that?

>> Um, I think you can vote to -- yeah, vote to accept the second quarter financials.

>> Okay. Can I get a motion to accept the second quarter financials?

>> Aaron Andres. I make a motion we accept the second quarter financials.

>> Yes.

>> This is Glen. I would support it.

>> Thank you. Any further discussion? Roll call vote, please. Tracy.

>> Aaron?

>> Yes.

>> Glen?

>> Yes.

>> Yvonne?

>> Yes.

>> Theresa? Motion carried.

>> All right. Now, back to the draft budget -- thank you, Aaron.

>> Okay, so what we have up on the screen is our draft budget for 2021. The total budget for 2021 is $422,868. Over here in the narrative summary, the overall budget is split 65% to MRS, IL service contract; and 35% to BSBP. The actual service in `19 was $205,000 and the 2020 budget submission was $206,000. Down below we have a summary so that you can see by comparison -- 2018 to 2019, actual expenses, what our current actuals through April are for the current year, and then what our remaining budget is.

So the actuals for ‘18-19 was $365,877. We are projecting the total for our current fiscal year to be $302,496 where we had budgeted $318,218. So we're probably going to come in under budget due to line items I just reviewed with you. The budget we have drafted that we need to negotiate with MRS and BSBP comes to $422,868, which is about $100,000 more than what our current year's budget is.

So to walk you through how we arrived at that number, under salaries, we have budgeted for a maximum of 5% increase; and, again, this is entirely up to the council; but we used the figure that you put in the executive director performance reports. What we like to do is try to budget for the maximum expense so that we're not caught looking; and then just as a placeholder. This could very well be zero across the board, but for a prudent budget, you want to go with whatever the maximum might be and then keying off from the draft performance review report, we put that amount in here. Again, that is completely subject to change and subject to the will of the council.

Fringes, again, are based on the actual rates for each of those tax categories. We did increase our health insurance. We did receive an increase for that amount so we budgeted for that increase. Everything else kind of remains the same based on percentages and tax rates. Oops.

Our occupancy -- we do have a slight increase of $20 per month starting in October so the rent will go from $770 to $790 per month. And we budgeted out Internet services. Our AT&T and cell phone costs. And then our Microsoft 365 annual license fee, which we'll check into with Tech Soup based on the conversation today.

Our travel line item is based on travel for the current fiscal year and projecting into the rest of the fiscal year. This is probably going to be less based on a lot of our meetings being held by Zoom Meeting as opposed to in person; but, again, we wanted to go with the maximum so just in case things change, we do have funds available for travel.

Supplies is pretty much the same as it was for the current fiscal year. About $1,500 for office supplies and $996 for postage and shipping.

Contractual -- there's a couple of items in the "Other" tab I am talking with Brad about moving back here, which could be our audit and also our accounting services; but based on arranges with MRS, I will inquire with them if they want those items moved to the contractual tab or if it's okay to leave them in "Other."

Under "Equipment" we have 0. We do not anticipate any equipment purchases in the next fiscal year.

Transportation; we have no transportation costs. We don't provide transportation.

The "Other" tab is where the majority of the budget increases come from. So under "Other" we have travel and accommodation cost for council meetings. We have budgeted $15,380. These are the expenses for the council meetings, and their budget is based on 2019 costs, less the CART fees, which we have line-itemed out down below.

And this assumes travel and accommodations for out-of-town board means and assuming at least four board meetings per year, council meetings per year. Again, this amount is the maximum, and we may actually incur way less expense than this based on the way that we are meeting remotely.

SPIL support is really the big increase here, and this is based on the draft SPIL we just completed in May; so in the draft SPIL for 2021, we have included $5,000 support for Michigan Youth Leadership Summit; $40,000 for SILC Statewide Outreach Initiative that is federally mandated in the SPIL.

We have $10,000 earmarked for the SILC survey that we are federally mandated to do, a statewide survey that is independent, separate from the satisfaction surveys that CILS are required to do.

Also in a diversity and inclusion objective within the new draft SPIL, we have identified three potential CIL pilots in conducting outreach to increase diversity and inclusion to unserved and underserved population; and SILC is -- has reserved in its resource plan up to $10,000 per CIL to engage in those activities. So up to three CILs, a maximum of $10,000, and once the SPIL is approved and assuming that is still in there, we will issue an RFP process to the CIL network for those expenses there.

Training costs -- those are the estimated expenses for training council members and attendance at both NCIL and SILC Congress next year. $17,000 for the CIL data licensing system, of the NetCIL system.

Our annual audit of $4,800 is based on the three-year bid we received from ALG Group.

Accounting/bookkeeping services at $14,800, based on the 4% increase that was in the bid accepted for supporting strategies.

And then insurance of $3,600.

Accommodations related to accessibility of $6,000. And this mostly for our CART services for our council meetings and also our committee meetings.

And then miscellaneous of $1,700. This include things such as dues for the Michigan Nonprofit Association, state annual report filing. We anticipate this being a little bit lower because 2019 included some expenses associated with our office move to the new location.

So really the larger ask this year, if I can get to the "Summary" page, when we go into negotiations with MRS and BSBP, is based on SPIL objectives and those SPIL objectives tied to the SILC resource plan.

So in this budget coming up under SPIL support, we will have four line items that are tied to the SILC resource plan we can monitor those funds as opposed to just having a SPIL support line item with nothing tied to it.

What we anticipate is setting up a budget negotiating meeting with Tina Fullerton or her designee and Bill Robinson or his designee within the next week or two; and during that budget negotiation, I would request that Yvonne as the SILC Treasurer and Aaron as the council chair be on that negotiation team with me. We will more than likely set this up as a Zoom Meeting, and based on our conversations today, or any changes you would like to be seen to this, once we have those negotiations with the MRS and BSBP, we will bring back the new negotiated budget to the Finance Committee for approval and forwarding to the council for council consideration and approval.

So, again, this is informational for discussion purposes prior to me setting up the budget negotiation meeting with the MRS and BSBP with Aaron and Yvonne and getting your initial feedback on this draft.

>> Because a lot of our increases are connected to SPIL, we don't anticipate any pushback or is there any anticipated pushback from anybody in regard to the budget, do you think?

>> I don't anticipate that, Aaron, because it is in the standards and assurances of the DSE within the SPIL that they have sufficiently funded us to carry out the duties of the council and to carry out the duties of the SPIL. So because these objectives are in the SPIL and we've identified amounts to achieve those objectives, I believe that we should be in a good position to defend the budget.

You know, we're not asking for a third SILC position. We're asking for resources to carry out what we are required to do. The majority of that is the state outreach plan, which SILC is required to do independent of the CIL Network; and also the consumer survey. And IL partner survey, stake holder survey that we are also required to do based on the requirements of the SPIL.

So, really, the lion's share of the increase comes correctly from the SPIL and what we're federally mandated to do.

>> Great!

>> Glen, do you have any questions or comments?

>> No. I don't think so. It all seems pretty reasonable.

>> So I have a question, if you can go zoom back out again for me on that page.

>> On the page I'm currently on?

>> There you go. My screen. Was that the one -- I -- the one that was just up there that showed last year's budget compared to this year's --?

>> Oh, yeah, right here.

>> So how much of this year's budget is federal dollars versus -- because our state gives money to this SILC, too, right, which not all states, I understand --

>> Yeah.

>> How much does our state -- percentage wise, how much does our state give?

>> I can show you right now going into the financial tables of the SPIL. Oh, let me get right here. So out of our total budget, $110,000 comes from the federal government in part B funds.

>> Right.

>> The rest comes from -- we get $70,000 from the state and the state IL line item; and then about $270,000 comes from what they call I&E funds or Innovation and Expense.

>> Okay.

>> So those are funs that MRS receives, and they have quite a few things that they can do with those. There's a lot of flexibility in those funds, but the majority of our funding does come from those I&E funds that comes through MRS.

>> Okay.

>> So I would say, you know, if you add those up, $330,000 comes from the state; and $110,000 comes from the federal part B.

>> So when I went to the SILC Congress, it sounded like some states don't get state support. Is that correct?

>> Yeah. And that really comes down to negotiation process. Some of the states have frozen their SILCs out of the I&E funds. There's not -- sometimes there's not a good working relationship, so it really depends on the SILC's relationship with their DSE and their state.

>> Yeah.

>> And they don't recommend that the SILC budget be made up of just one pot of money --

>> Right.

>> -- because it can put you at risk.

>> Mm-hmm.

>> The nice thing about the part B funds is they have a carryover function where if you don't expend them all in the fiscal year in which they're award with, there's a carryover feature to them where you can take the carryover to the next year and expend it; but there's only a one-year carryover --

>> Okay.

>> -- on the part B. But typically we, you know, we're on a reimbursement basis. It's money --

>> Right yeah.

>> Expended and reimbursed.

>> Can you go to that summary one more time?

>> Yeah. So what I like to do is budget for what I think the maximum scenario is going to be. That way you're not caught looking and you actually -- sometimes you'll come in under budget, but that way you've at least budgeted for what the maximum could possibly be so you don't get caught short on your expenses.

>> Yeah. I'm doing some quick math here. Six, eight. Yeah.

If I'm looking at this right, the `19-20 budget, the $318,218 -- and this year's -- is $100,000 more? Is what the budget is? Is that revenue?

>> Yeah.

>> I can't see.

>> That would be expenses.

>> Oh, $100,000 more in expenses -- oh, there it is. That makes sense. Duh. So that is a result of the SPIL that we're out?

>> It is because if you -- if you compare these two columns, the `19-20 budget to the 21-22 budget here --

>> Yeah.

>> -- we just go up slightly, fringes go up slightly. Occupancy remains relatively the same, as well as travel, as well as supplies and materials. It's when you get down here to the "Other" expenses we just walked through. We go from $107,000 to $192,000 because we've articulated what kind of SPIL support from the SILC Resource Plan we will provide.

>> Is there a way to not make that just "Other" since it's such a big chunk of change?

>> Well, the thing is that this is an MRS budget spreadsheet --

>> Uh-huh. Oh, I see. Okay.

>> Yeah. They're very spectacular in what goes into what tab. That's why I put the place holder in there they may require us to move accounting --

>> Yeah.

>> -- and the audit to the contractual tab.

>> Okay.

>> Because of these other things don't fit into any of their pre-designated categories, it has to go into "Other."

>> But since that's a large amount of money, essentially half the budget, we'll be able to break that down into more specifics other than "Other," right?

>> Oh, for sure; yeah, yeah, yeah. Because this is an MRS budgeting tool, we have to fit our budget into their tool.

>> Okay.

>> When we have our actual budget, we'll have SPIL support and then subcategories and we will delineate within our in-house budget for the Finance Committee and you will see everything in detail in a different format from this.

>> Okay. All right. That's all I have. Did that lead into any other thoughts or questions for GLEN or Aaron? No?

>> I'm good.

>> No. I'm good.

>> So, Steve, are you looking for an approval of a draft, or did you just wanted to give it to us for input?

>> Just for input because what we want to do now is I'm going to send a meeting request. We'll set up a Zoom meeting with Tina and Bill or their designees -- Yvonne, Aaron, and myself -- to present this budget, negotiate it with them. Once we come to an agreement, we will bring that agreed-upon draft budget back to the Finance Committee for their review and their recommendation for approval to the full council. Then it will go in front of the full council for approval to be effective October 1 of this year.

>> Okay. Sounds good.

>> Okay. So if -- any other comments or suggestions on this for discussion purposes? If not, we can move on to the next agenda item.

>> I have none.

>> Good.

>> You can go ahead.

>> So I think we're back to public comment. And is there anyone that would like to give public comment?

>> Yes, I would like to give public comment.

>> All right. Go ahead when you're ready, Joe.

>> Joe Harcz. I can't even believe you people are talking about this stuff. You have a public meeting policy where your making deliberations that are not fully accessible to everyone.

Now, you talk about snapshots and image-based files? They're not accessible to blind people; they're not accessible to me! Then you've got people asking for more money for -- I can't we even believe -- I can't even believe you guys are doing this. You're asking for more money for doing less. I've read that state plan. That's a ridiculous state plan. It's a ridiculous appropriation of public money that isn't fulfilled to this stake! You people are not -- are supposed to be fiduciaries of public funds! These are all public funds.

Oh, and by the way, I would like the Bureau of Services for Blind Persons. I would like every one of their PPRs. Oh. Wait a minute! They don't produce them because they don't do anything!

Do you spend money? Just like the rest of these operations are about spending money to keep people employed who are mostly non-disabled and don't do a thing for people with disabilities, let alone having accountability of where that money is funded.

I have to bring up something from the very poorly written and mostly inaccessible IRS 990. Last year, according to 990, we got 300 people out of nursing homes, where the goal was supposed to be 1500; and where people are dying in nursing homes, to this day -- including five miles from me where 17 people have died in the "Kliel" (phonetic) Nursing Home due to the coronavirus.

What are you people thinking? What kind of operation are you running? And to have Mr. Locke glibly point out that the crook and aiding or abetting of a crook at best -- you know, Rodney Craig, whose grant is grant administrator -- for his salary; and Tracy's salary, too -- and others -- in expenditures -- is paid WELL in excess of $100,000 out of public funds with no accountability; and he brought a crook to administer public funds! He didn't even fathom -- this is a guy who has already stolen $3.1 million from another firm and didn't even have a CPA! Because it was yanked. What kind of crap is this? I am -- I am just incensed at you people that you don't look at shepherding the public funds and shepherding what these things are supposed to be all about.

There is not a grab bag to give Mr. Locke a salary to aid and abet people like Sarah “Grivetti and other people in destroying what is supposed to be the independent living movement. I've never been more incensed. I'm done! I'm gonna sue you people! Have a good day.

>> This is Aaron Andres. For the record, I did advocate for a better SPIL, but we need to have our partners on board; and because they had to make some changes in order for everybody to be on board, it is what it is.

>> Yeah, and I hope that people will provide the feedback they're getting here to the SPIL comments. I think it's important for people to be heard so I encourage you to do that.

>> Yeah, we have the SPIL Public Hearing scheduled for Friday, January 12, by Zoom meeting from 10:00 a.m. to 12:00 p.m. --

>> Do you do --?

>> June 12?

>> Yes, the day before the council meeting.

>> Okay. You said --

>> The council meeting will be on Saturday, June 13.

>> Okay.

>> The public notice went out on the website a couple of weeks ago --

>> Okay.

>> -- for the public hearing. If we get more public comment, then we can accommodate in the two-hour period. We will just continue to extend the public comment meeting until everyone has been heard and has been able to give their comments.

>> Okay. Good.

>> And if those invites went out to the council yet?

>> I will have Tracy send out an e-mail to all the council members, the DSE, BSBP, and then disability partners, state disability agencies, informing them of the public hearing on the 12th.

>> All right. With that being said, everybody, have a good evening and we'll talk to you soon. Meeting adjourned.

>> Great!

>> Thank you, everyone!

>> Make care. Thank you for your hard work on this, Tracy.

>> You bet.

>> Talk to you soon. Bye-bye.