



California Society of Enrolled Agents  
Education Foundation

## FINANCE & BUDGET COMMITTEE MEETING MINUTES

Draft \_\_\_\_\_ Approved  X

**Chair:** Mark Seid, EA  
**Cognizant Officer:** Cap Porterfield, EA  
**Staff Liaison:** Karen Clifford

**Meeting Date/Time/Place:** Saturday, June 25, 2011, immediately following the CSEA Finance & Budget Committee meeting, Hilton Pasadena, Pasadena, CA

**Committee Members in Attendance:**

Margy Dunn, EA, Susan Growney, EA, Alma Guenther, EA and Jennifer MacMillan, EA.

**Guests in Attendance:**

Gary Anspach, EA, Anne Arms, EA, Al Bundoc, EA, Sandy Danioth-Jones, EA, Raven Deerwater, EA, Tim Flavin, EA, Lonnie Gary, EA, Rose Hablitzel, EA, Jeannette Hall, EA, Peggy Hall, EA, Norma Rae Hill, EA, Jaswant S. Jessie, EA, Margaret Kehoe, EA, Xavier Martinez, EA, Benita Myers, EA, Gail Nanbu, EA, Jean Nelsen, EA, Doug Pickford, EA, Kathy Rocha, EA, Andy Rogers, EA, Jerry Satterberg, EA, David A. Shaw, EA, Andy Stamatelatos, EA, Jackie Thomson, EA, Kittie Vicars, EA, Cary M. Steward & Scarlett D. Vanyi, CAE

**Reports / Decisions Made:**

The minutes of May 31, 2011 were approved as submitted.

Ms. Vanyi will schedule a meeting of the Foundation Trustees in order to review the budget.

The Committee Charter and Action Plans were reviewed.

Variance Report-Contributions are down \$10,000 and the auction was down \$2,500 over previous years. Administrative Fees were higher due to the amount of staff time allocated to the Foundation.

The chair asked Ms. Clifford to cancel out inter-company receivables. Ms. Clifford indicated she will do so at the close of the fiscal year.

There being no further business to come before the Committee, the meeting was adjourned at 5:32 p.m.

**Other Recommendations & Miscellaneous:**

The next meeting is scheduled for Saturday, September 24, 2011 immediately following the regularly scheduled CSEA Finance & Budget Committee meeting, Sacramento, CA.

**Report Submitted By:** Cary M. Steward

**Date:** August 12, 2011

**Distribution:** Committee Members, Committee File, Staff Liaisons.