



Accola Finance Committee
Tuesday, May 20, 2025
7:30 -9:00 a.m.
Zoom Meeting

DRAFT

In Attendance: Kevin Berg; Steve Kenney; Mary Lydon; Brian Mallaro; Mike Quinlan; Catherine Mary Rosengren, CSJ

Staff: Matt Halley; Tiffany Melnik; Lacy Sietsema

Not Present: Fr. Larry Snyder

The Accola Finance Committee convened on Tuesday, May 20, 2025 via Zoom. Chair Brian Mallaro called the meeting to order at 7:31 a.m.

DEI Statement: Matt read the DEI Statement.

Spiritual Centering: Matt led the committee in spiritual centering.

Approval of April Minutes

The April Minutes were presented for approval. Lacy will update the minutes and use the term “pulmonary draft budget” and reference that the Finance Committee moved the budget forward for discussion.

Hearing no further changes or corrections, Steve moved to approve the minutes and Mary seconded to approve the minutes. All present members voted to approve.

Review of April Financials

Tiffany reviewed the April financials. The fundraiser for Sarah’s and estate gifts will increase revenue. She reported that there are no one-time costs at this point and expenses are well managed. There was a discussion about PTO and building expenses. It was reported that Sarah’s has seen an increase in donations.

Internal Controls Audit Summary

Tiffany stated that she performed an audit on existing financial processes. There are no major issues. Tiffany reviewed her recommendations, which include having additional reviews of financial statements, two check signers on checks over a certain amount, and the creation of a cash flow statement to be included with the financial statement.

FY26 Budget Review

Matt explained that this budget draft has growth and sustainability initiatives embedded within and reflects higher revenue goals across all programs. Matt reviewed contributions and contract services. Tiffany is projecting a surplus in FY26. This year’s balance will carry over and this will help balance the

budget.

Tiffany reviewed expenses, rent, and building maintenance. There is a strategic goal to increase grant funding across all programs. There was a discussion about administration and advancement costs.

Hearing no further discussion, Steve moved to recommend for approval the FY26 budget and Mary seconded. All present members voted in favor.

Executive Session: The Executive Session began at 8:31 a.m.

Adjournment: The meeting ended at 9:00 a.m.

Respectfully Submitted,

Lacy Sietsema, Accola