

8850 Rixlew Lane, Manassas, VA 20109-3733
www.pswcd.org
pswcd@pswcd.org

571.379.7514
fax: 571.379.8305

Finance Committee Meeting Minutes
July 21, 2022

Committee Members Present:

Mansimran Kahlon, Chair
Jim Gehlsen, Director
Duane Mohr, District Manager
Linda Dunn, Office Manager

The meeting was called to order at 12:05 p.m.

Approve the minutes of the April 21, 2022 meeting – The motion to approve the minutes was made by Mr. Gehlsen with a 2nd by Mr. Mohr and passed by a 3/0 vote.

Old Business

New Business

Reviewed the June 2022 and year end financials.

Reviewed the FY 23 Cash Reserves Plan – Mr. Gehlsen recommends increasing the new vehicle purchase amount from \$5,000 to \$10,000. The motion to recommend to the board was made by Mr. Gehlsen with a 2nd by Mr. Mohr and passed by a 3/0 vote.

Reviewed the 4th qtr. and final Attachment E – no changes were recommended.

Reviewed the recommended FY 23 PWSWCD budget for board approval – Mr. Mohr stated that the budgeted amounts for cost share and TA are estimated low, as the District was required to return funds for FY 22, since some cost share plans were not completed. Salary amounts were increased for FY 23 based on projected interim increases. The amount budgeted for Capsule Maintenance was increased from \$100 in FY 22 to \$250 in FY 23, as the capsules require replenishment of supplies. The Finance Committee recommends increasing to \$300 and will present to the board for approval.

The motion to present the budget change recommendations to the board was made by Mr. Gehlsen with a 2nd by Mr. Kahlon and passed by a 3/0 vote.


Reviewed the Prince William County FY 23 MOU. No changes recommended.

Discussed the PWEEF account. The balance in the PWEEF account as of 6/30/22 was \$55,695.68 that includes a deposit of \$15,000 from the Community Foundation for Northern VA to be used to build a trash sculpture as part of the Youth Education Program. We are waiting on instructions from Julie Flanagan on where to send the balance of the Native Plant Symposium registration fees of \$5,690.


The meeting was adjourned at 12:53 pm.

Next Meeting

Thursday, October 20, 2022, 12 p.m., 8033 Ashton Avenue, Manassas, VA, Conference Room D



Linda Dunn, Admin. Assistant



Mansimran Kahlon, Chair

Inspiring personal responsibility for our environment and natural resources