



# Budget & Audit Committee Meeting Minutes

Wednesday, April 24, 2024

11:00 AM – 12:00 PM MDT

Zoom Meeting

**DRAFT**

## **Call to Order**

Chair Seth Denbow called the meeting to order at 11:02 AM MDT on Wednesday, April 24, 2024, and thanked everyone for attending. Mr. Denbow asked Nancy Dugan to call roll of the committee members and recognized the guests in attendance.

## **Members Present**

Seth Denbow, Chair	Dave Hamilton
Jason Hitch, Vice Chair	Ted Kingsley
Sarah Childs	Mark Sustaire
Cheryl DeVuyst, CBB Secretary-Treasurer	VeaBea Thomas

## **Members Not Present**

Claudia Wright

## **Staff Present**

Sara Arp, CBB	Jeff Lutz, CBB
Nancy Dugan, CBB	Chad Smith, CBB
Greg Hanes, CBB	

## **Guests**

Andy Bishop, CBB Chair  
Kinley Hartman, USDA-AMS  
Lis Kidder, Legal Counsel

## **Quorum**

Chair Seth Denbow declared a quorum was present to conduct business.

## **Agenda**

Chair Seth Denbow called for a motion to approve the agenda as emailed. Mark Sustaire moved, and Sarah Childs seconded to approve the agenda as emailed. Motion passed.

## **Approve Meeting Minutes – January 31, 2024**

Chair Seth Denbow asked for a motion to approve the January 31, 2024 meeting minutes as emailed. Dave Hamilton moved, and Mark Sustaire seconded to approve the minutes as emailed. Motion passed.

## **Review of Roles and Responsibilities**

Jeff Lutz, CFO reviewed the Roles and Responsibilities of the Committee.



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## **Overview of the CBB Budget Revenue Projections**

Chad Smith, Director of Collections Compliance presented the overview of fiscal year 2024 Revenue Projections.

## **Budget Development Overview**

Jeff Lutz, CFO presented the Budget & Development Process using the fiscal year 2024 budget.

## **Contractor Compliance Overview**

Jeff Lutz, CFO presented the Contractor Compliance Review process.

## **Oher Business**

Chad Smith, Director of Collections Compliance posed question to the committee “What are you seeing in your respective areas as we work on projections for May 10<sup>th</sup> meeting?”. Discussion.

## **Adjourn**

VeaBea Thomas moved, and Sarah Childs seconded to adjourn at 12:05 PM MDT.