



Finance Committee **AGENDA**

Friday | January 23, 2026 | 10am

Platt Center @CLSD Headquarters | 38901 Ocean Dr, Gualala, CA

Teleconference Info

Web Access: <https://bit.ly/clsdfincomm> | **Phone Access:** 1-408-638-0968

Meeting code: 871 1739 4941 | **Password:** 366982

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| 1. Call to Order | Tilles |
| 2. Agenda Approval | Tilles |
| 3. Minutes Approval: December 17, 2025 Meeting | Tilles |
| 4. Privilege of the Floor | Tilles |
| | |
| 5. New Business | |
| a. FY 21/22 GEMT Audit | Golly |
| | |
| 6. Old Business | |
| a. Financial Office Changes/Reorganization | Golly |
| b. FY 25/26 Budget | Golly |
| c. FY 24/25 Audit | Golly |
| | |
| 7. Reports | |
| a. Financial Reports (with Andrea Drew via Zoom) | Golly |
| b. Ambulance Revenue – Wittman (YTD) | Golly |
| c. Ambulance Transport Data YTD | Golly |
| | |
| 8. Review and Approval of December 2025 Checks and Banking | Golly |
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| 9. Shout Out | |
| | |
| 10. Next Meetings | |
| February Meeting - To Be Scheduled | |
| March Meeting – To Be Scheduled | |
| | |
| 11. Adjourn | |



Finance Committee MINUTES

Wednesday, December 17, 2025 | 3:30pm

Platt Center @CLSD Headquarters | 38901 Ocean Dr, Gualala, CA

Teleconference Info

Web Access: <https://bit.ly/clsdboardmeeting> | **Phone Access:** 1-408-638-0968

Meeting code: 871 1739 4941 | **Password:** 366982

BOD Present: Michael Tilles, Treasurer | Geoff Beaty, President | Naomi Schwartz, Secretary

Staff Present: Bronwyn Golly, EMS Chief | Cobre Hernandez, Executive Administrator

Guest: Director Julia Damasco

Minutes by: Cobre Hernandez

1. Call to Order

Treasurer Tilles called the meeting to order at 3:30pm.

2. Agenda Approval

President Beaty made a motion to accept the agenda.

Treasurer Tilles seconded the motion.

The agenda was approved.

3. Minutes Approval

President Beaty made a motion to accept the minutes.

Secretary Schwartz seconded the motion.

The minutes were approved.

4. Privilege of the Floor

No business for the floor.

5. New Business

No new business.

6. Old Business

6.1 Financial Office Changes/Reorganization

Chief Golly reported that things continue to go well with working with our consulting accountant Andrea Drew. She has also spoken to Grace Dougan about performing a high-level bookkeeping review of the past three years. We are waiting for a proposal but believe that work will start at the end of January if the proposal is satisfactory.

6.2 FY24/25 Audit Discussion

There was a discussion last Finance Committee meeting about possibly using another auditor for the upcoming financial audit for FY2024/25. Andrea Drew has worked with another auditor but has indicated that his costs are going up as well. Treasurer Schwartz thought that we had decided to stick with Larry Bain this year and potentially look for someone next audit. Chief Golly and Treasurer Tilles confirmed that there had been a decision to request some proposals. Chief Golly suggest that we stick with Larry Bain for this year, to avoid delays, and to conduct and RFP process for next year. The committee agreed.

6.3 IGT Payment

This year's IGT payment was made on time on November 21. The full line of credit needed to be accessed in order to do this.

6.4 FY25/26 Budget

The costs have decreased for payroll. Payroll is averaging out to be \$70,000/month instead of the \$80,000 that was originally budgeted.

7. Reports

7.1. Financial Reports

The committee reviewed the new reports that were produced by Andrea Drew. There was some discussion about what changes should be made for clarification. Chief Golly will bring those changes to Drew for updated reports in January.

7.2. Ambulance Revenue – Wittman (YTD)

We continue to bring in more than the \$80,000 that was budgeted per month. \$92,530 was deposited in November.

7.3. Ambulance Transport Data YTD

Last year ended with hit a little over 1,000 calls. The transport count this year is on track to be slightly lower.

8. Review and approve checks – November 2025

The Finance Committee reviewed the bank statements prior to the meeting and signed the Check Review Form.

9. Shout Out

No shout outs.

10. Next Finance Committee Meeting

- January 20, 2025
- February 17, 2025

11. Adjournment

Treasurer Tilles made the motion to adjourn.

Secretary Schwartz seconded the motion.

The meeting adjourned at 4:40pm.