

SOUTHERN 14 WORKFORCE INVESTMENT BOARD, INC.

ROYCE CARTER, CHAIRMAN

PAMELA BARBEE, CHIEF FINANCIAL OFFICER

MEMO

TO: Finance Committee
FROM: Dawn Williams, Committee Chairman
DATE: August 24, 2017
RE: Committee Meeting



We will be having a Finance Committee Meeting at 9 a.m. Thursday, August 31, 2017 via conference call. The purpose of this meeting is to review the Administrative Budget for PY17 (July 1, 2017 to June 30, 2018).

Conference Call Phone Number: (866)545-0859
Conference Code: 9562112487

Our procedure is for the Personnel Committee to meet prior to the Finance Committee to review any personnel issues and provide the Salary & Benefits budget to be included in the Administrative Budget your committee will review and make recommendations to the full board. The Personnel Committee is scheduled to meet on Wednesday, so I will provide each of you with the complete administrative budget once they have met (8/30 @ 9a.m.), as well as a reminder of the conference call.

Your participation is needed please do plan to attend.

Thank you for all you do!