



**Budget & Administration Committee**  
**Wednesday – January 18, 2012 – 11:00 AM – 1:00 PM**  
**ASG Corporate Office – 122 E. Main Street – Muncie, IN 47305**

*Mission Statement:*  
*The mission is to enhance and sustain an educated, skilled and employable workforce through the efforts of a dedicated staff, providing seamless and diverse employment and training services, utilizing strategic alliances that will support the economic development activities in Eastern Indiana.*

**MEETING AGENDA**

- I. CALL TO ORDER & INTRODUCTIONS     Stu Armstrong – Jerry Sprouse, Co-Chairs
- II. DECLARATION OF CONFLICTS OF INTEREST
- III. REVIEW AND APPROVAL OF MEETING MINUTES (Action Item)
  - A. 11/14/11 Meeting Minutes – Page 2
- IV. UPDATES
  - A. Results of Executive Committee Budget Review on 11/16/11
  - B. Corporate Insurance Review – Coverage & Cost
  - C. Draft Reasonable & Necessary Cost Policies – Comments (Attached as separate documents for your review and optional printing.)
- V. FINANCIAL REVIEWS
  - A. Monthly Board Governance Report – Page 5 (Action Item)
  - B. Audit & Monitoring Reports
    - 1. Audit Report Status for Year Ending June 30, 2011
    - 2. Update on Procurement of Monitoring Firm for Year Ending June 30, 2012
  - C. Other Committee Oversight Activities
    - 1. Request for Proposal for Marketing & Communications – Page 6
- VI. PY 11 (7/1/11 – 6/30/12) BUDGET UPDATE AS IT RELATES TO  
PY 12 (7/1/12 – 6/30/13) BUDGET PROJECTION  
Background – Page 7 (Action Item)
- VII. COMMITTEE WORK PLAN DISCUSSION
  - A. Budget Cycle
  - B. Other
- VIII. OTHER BUSINESS
  - A. Next Meeting Agenda & Location
  - B. For the Good of the Cause
- IX. ADJOURNMENT