



Budget, Audit & Finance Committee Meeting Minutes
Monday, June 26, 2017 – 1:00 P.M.
Northwest Arctic Borough Assembly Chambers – Kotzebue, AK

CALL TO ORDER

Madam Chair Lucy Nelson called the meeting to order at 1:00 P.M

INVOCATION

Elder Representative Shield Downey provided the invocation.

SAFETY MOMENT

Mr. Matt Mead alluded to the helpful use of SPOT device when outside enjoying outdoor activities. Mr. Elmer Armstrong encouraged everyone to use their PFD flotation jackets during this time of the year and also to let someone know where you are going.

ROLL CALL

Budget, Audit and Finance Committee Members Present:

Lucy Nelson Elmer Armstrong Jr. Dood Carr Tanya Ballot

Other Members Present

Hannah Loon Walter Sampson (telephonic) Austin Swan Carl Weisner

Introduction of Staff and Guests

Clement Richards	Matt Mead	Helena Hildreth	Stella Atoruk
Patrick Savok	Noah Naylor	Angie Sturm	Millie Stalker
Grant Hildreth	Jamie Lambert	Dicki Moto	Sylvano Viveiros
Fritz Westlake	Sarah Espelin	Janine Bedford	Clara Jones

Shield Downey Jr.

A quorum was present to conduct business.

APPROVAL OF AGENDA

Mr. Matt Mead recommended to add Resolution 17-24 to Item J.

Member Carr motioned to approve the agenda with the amendment. By unanimous consent of the committee, the agenda was approved as amended.

APPROVAL OF PREVIOUS MINUTES

Budget, Audit and Finance Minutes of May 30, 2017

Member Carr, Member Armstrong seconded to approve the May 30, 2017 BAF meeting minutes as presented. By unanimous consent, the BAF meeting minutes of May 30, 2017 were approved.

COMMUNICATIONS AND APPEARANCES

1. Financial and Investment Report – Ms. Angie Sturm

Ms. Angie Sturm, Finance Director, presented the Financial and Investment report for the month of May 31, 2017. Ms. Sturm also highlighted the general fund expenditures and major activity in the general fund revenue.

RESOLUTIONS

1. **Resolution 17-13** *a resolution of the Northwest Arctic Borough Assembly approving a professional services agreement with Alaska Janitorial S.F., to provide janitorial services for the Borough Building, and for related purposes.*

A recommendation was made concurrence of the committee to approve Resolution 17-13 by the full assembly.

2. **Resolution 17-14** *a resolution of the Northwest Arctic Borough Assembly authorizing a contract for legal services and for related purposes.*

A recommendation was made concurrence of the committee to approve Resolution 17-14 by the full assembly.

3. **Resolution 17-15** *a resolution of the Northwest Arctic Borough Assembly authorizing a professional services agreement with Espelin & Associates LLC to provide accounting services, and for related purposes.*

A recommendation was made concurrence of the committee to approve Resolution 17-15 by the full assembly.

4. **Resolution 17-17** *a resolution to approve a professional services agreement amendment with Stephanie Joannides and for related purposes.*

A recommendation was made concurrence of the committee to approve Resolution 17-17 by the full assembly.

5. **Resolution 17-18** *a resolution of the Northwest Arctic Borough Assembly*

approving a professional services agreement with NANA Regional Corporation, Inc. for Title Nine Monitoring and related purposes.

A recommendation was made concurrence of the committee to approve Resolution 17-18 by the full assembly.

6. **Resolution 17-19** *a resolution of the Northwest Arctic Borough Assembly approving a contract with Caselle, Inc., for the purchase of Accounting Software upgrades and related services.*

A recommendation was made concurrence of the committee to approve Resolution 17-19 by the full assembly.

7. **Resolution 17-20** *a resolution of the Northwest Arctic Borough Assembly to approve the purchase of a loader for the Borough and for related purposes.*

A recommendation was made concurrence of the committee to approve Resolution 17-20 by the full assembly.

8. **Resolution 17-21** *a resolution of the Northwest Arctic Borough Assembly to approve the purchase of a vehicle for the VPSO Program and for related purposes.*

A recommendation was made concurrence of the committee to approve Resolution 17-21 by the full assembly.

9. **Resolution 17-22** *a resolution of the Northwest Arctic Borough Assembly authorizing a contract for services with TekMate LLC for maintenance and technical support for the Borough's computer equipment, software, and server, and for related purposes.*

A recommendation was made concurrence of the committee to approve Resolution 17-22 by the full assembly.

10. **Resolution 17-23** *a resolution of the Northwest Arctic Borough Assembly approving a contract with Alaska Media LLC for publication and related services.*

A recommendation was made concurrence of the committee to approve Resolution 17-23 by the full assembly.

11. **Resolution 17-24** *a resolution of the Northwest Arctic Borough Assembly approving the unincorporated Community of Noatak for participation in the FY18 Community Assistance Program.*

A recommendation was made concurrence of the committee to approve Resolution 17-24 by the full assembly.

COMMITTEE COMMENTS

Member Armstrong commented this was a good meeting.

Member Carr commented that when we have resolutions and ordinances that the Mayor and/or administration give a brief explanation of what it entails.

Member Weisner commented about when we came to an agreement with Teck, Henri requested that we remove the Teck posters.

Member Loon commented that she is finally understanding the role of how the ordinances and resolutions are being presented through the meeting process.

AUDIENCE COMMENTS

No audience comments.

ADJOURNMENT

Member Carr motioned to adjourn. With no other business to discuss, the meeting adjourned at 1:53 P.M.

Member motioned to adjourn.