

**AGENDA**  
**ADMINISTRATION & FINANCE COMMITTEE MEETING**  
**TUESDAY, JUNE 25, 2024**  
**7:05 P.M.**

1. ROLL CALL
2. APPROVAL OF AGENDA  
*Motion to approve the agenda as presented.*
3. APPROVAL OF COMMITTEE MINUTES
  - May 28, 2024  
*Motion to approve the minutes of the May 28, 2024 meeting as presented.*
4. COMMENTS FROM THE AUDIENCE
5. OLD BUSINESS
6. NEW BUSINESS
  - A. Time & Attendance Software (TimePro) / M24-056  
*Motion to recommend to the full Board to approve the purchase of TimePro Web Software including implementation, configuration and staff training for a total cost of \$30,850.*
  - B. Annual Financial Report (2023 Audit) / M24-059  
*Motion to recommend to the full board the acceptance of the FY2023 Audit.*
  - C. Popular Annual Financial Report / M24-060  
*Motion to recommend to the full board the approval of the Popular Annual Financial Report (PAFR) for FY2023.*
  - D. Administration & Finance Report / M24-058  
*Motion to recommend to the full board to include the June Administration & Finance Report in the June Executive Director's Report.*
  - E. Open and Paid Invoice Register: \$545,862.29  
*Motion to recommend to the full board the approval of the Open and Paid Invoice Register as presented, with a total of \$545,862.29.*
  - F. District Wide Operations Statement and Revenue and Expenditure Report  
*Motion to recommend to the full board the approval of the District Wide Operations Statement and the Revenue and Expenditure Report as presented.*
7. COMMITTEE MEMBER COMMENTS
8. ADJOURNMENT  
*Motion to adjourn the meeting.*