



# **Unified Carrier Registration Plan**

## **Finance Subcommittee Meeting**

November 15, 2022  
1:30 PM – 4:30 PM Central Time

Subcommittee Members in Attendance:

**Scott Morris, Chair**  
**Mathew Perkinson, Vice-Chair**  
David Bauer  
Carol Fallin  
Terrence Mercer  
Crystal Stevens

Board Members in Attendance:

Elizabeth Leaman, UCR Board Chair  
Bill Debord

Others in Attendance:

UCR: Avelino Gutierrez, Alex Leath  
Seikosoftware: Toby Piquet  
Kellen: Tom Lawrence, Matt Mantione, Jessie Yuhaniak

**UNIFIED CARRIER REGISTRATION PLAN  
FINANCE SUBCOMMITTEE MEETING  
November 15, 2022**

**Minutes**

- I. Call to Order** – Scott Morris, UCR Finance Subcommittee Chair  
The UCR Finance Subcommittee Chair welcomed attendees, called the meeting to order, called roll for the Subcommittee, confirmed a quorum, and facilitated self-introductions.
- II. Verification of Publication of Meeting Notice** – Avelino Gutierrez, UCR Executive Director  
The UCR Executive Director verified the publication of the meeting notice on the UCR website on November 4, distribution to the UCR contact list via e-mail on November 7, followed by the subsequent publication of the notice in the *Federal Register* on November 10 in Vol. 87, No. 217, starting on page 68009.
- III. Review and Approval of Subcommittee Agenda and Setting of Ground Rules** – Scott Morris, UCR Finance Subcommittee Chair  
The agenda was reviewed.  
  
A MOTION to approve the agenda was MADE by Terrence Mercer and SECONDED. The MOTION CARRIED unanimously.
- IV. Review and Approval of Subcommittee Minutes from the September 13, 2022 Meeting** – Scott Morris, UCR Finance Subcommittee Chair  
Draft minutes from the September 13, 2022 Subcommittee meeting were reviewed.  
  
A MOTION to approve the September 13, 2022 meeting minutes was MADE by Carol Fallin and SECONDED. The MOTION CARRIED unanimously.
- V. Investment Policy/Development of Active Cash Management System** – Scott Morris, UCR Finance Subcommittee Chair and Tom Lawrence, UCR Depository Manager  
The UCR Finance Subcommittee Chair and UCR Depository Manager led a discussion on the proposed UCR Investment Policy.  
  
A MOTION was made by Scott Morris and SECONDED to recommend to the UCR Board of Directors for the adoption of the presented investment policy. The MOTION CARRIED unanimously.
- VI. Maturing Certificate of Deposit on November 12, 2022 & Status of Treasury Bill/Note** – Tom Lawrence, UCR Depository Manager  
The UCR Depository Manager provided an update on the status of the maturing certificate and the next steps for the funds.
- VII. Review of 2023 Administrative Budget** – Tom Lawrence, UCR Depository Manager  
The UCR Depository Manager reviewed the proposed administrative budget and outlined changes made from the 2022 budget.  
  
A MOTION was MADE by Scott Morris and SECONDED to recommend the adoption of the proposed 2023 Administrative Budget to the UCR Board of Directors. The MOTION CARRIED unanimously.

- VIII. Review of 2022 Administrative Expenses** – Tom Lawrence, UCR Depository Manager  
The UCR Depository Manager reviewed the expenditures of the UCR Plan for the first ten months ended September 30, 2022 with the Subcommittee.
- IX. Other Business** – Scott Morris, UCR Finance Subcommittee Chair  
The UCR Finance Subcommittee Chair provided an outline of the upcoming 2023 meetings and the primary discussion topics at each.
- X. Adjourn** – Scott Morris, UCR Finance Subcommittee Chair  
The UCR Finance Subcommittee Chair adjourned the meeting at 1:52 PM CT.