



Finance Committee Meeting  
Thursday January 21, 2021  
10:45AM-11:30AM  
Via Zoom

Present:

Finance Committee:

Bret Feldman  
Kerri Hines  
Michael Morris  
Lori Nissen

MOSI:

Catie Benedict (recording)  
Briget Hart  
Rob Lamke  
Julian Mackenzie  
Janet White

Rivero Gordimer & Company:

Sam Lazzara  
Dennis Paleveda

Absent: Tom Fesler

CALL TO ORDER

Michael Morris called the meeting to Order at 10:48AM

PUBLIC COMMENTS

No members of the public were present during the meeting.

CONSENT AGENDA (attachment)

A motion to approve the minutes from the December 11, 2020 Finance Committee was made by Michael Morris, seconded by Lori Nissen, and approved by the Finance Committee. No further discussion.

FY20 AUDIT REPORT (attachments)

Sam Lazzara and Dennis Paleveda from Rivero, Gordimer, & Company presented the audit findings from FY20.

Sam thanked the MOSI team for working with RG&Co for another year. This year, during the pandemic, the normal on-site visit was reduced to one day doing all the work remotely. The MOSI team was prompt to respond and offered full cooperation and access to records. Sam reported an unmodified opinion, free of material misstatement. There were no compliance issues and no material weaknesses with internal controls. RG&Co assisted MOSI with initial PPP loan process. The overall financial statement presented includes the activities of the Endowment Fund.

Dennis reviewed a three year comparative summary report. Majority of deprecation is from the Connecticut exhibit that completed at the end of FY17 and will fully depreciate in two more years. For FY21, the PPP loan should be fully forgiven and the EIDL of \$10,000 will be fully forgiven. The footnote explain that and loan from the Endowment to MOSI to use for operating expenses along with the approval from the County to access up to \$250,000 from the County Reserve fund which will be required to pay back. RG&Co will file the Form 990.

Question about going concern was addressed by Sam. Sam explained that 'going concern' is the ability for a business to continue past one year. Mechanisms used are cash projections, financial information, and documentation from the County. With all of these in place, business should be able to continue at least one year and was included in Financial Statement issued.

#### REVIEW OF DECEMBER FINANCIALS (attachments)

Julian opened the floor to questions about financials that were sent in advance. No specific questions about P&L, Balance Sheet, Accounts Receivable, Accounts Payable.

#### BOCC PRESENTATION UPDATE

Julian shared with the Board (via email) the video of the County presentation. In summary, MOSI can draw up to \$250,000 from the County Reserve. The County did not vote on amendment of terms to repayment. The County is setting up a review of MOSI using MMC who was involved with MOSI in 2014 and 2016. Currently, it should be an offsite review with a virtual walkthrough.

Question about the timing of the third party review. Julian confirmed that the plan is to be presented in 30 days but may be longer than that. Tom Fesler from the County will be in touch with next steps.

#### CASH FLOW (attachment)

Briget reviewed the cash flow statement indicating that December actuals were added and the option of using the County Reserve. With the arrival of the PPP funding, that will change further projections and thus would not have to use the County Reserve.

Briget stated that the projections come with assumptions. All revenue from January through September reaches the monthly budgeted amounts. The most volatile areas are in revenue, which will be closely monitored. Another important factor will be the Ren Fest. For budgeting purposes, the overall revenue for Ren Fest was cut in half. If the rent amount can stay the same and a fraction of the commissions come through, we should be able to meet the reduced budgeted goal. Anything over that would be a bonus.

Question about how things are trending for January. Rob stated that January has already surpassed December in admission revenue. Positive signs of activity. Janet remarked that a Star Wars event in January was added which should be successful. MOSI received a \$10,000 grant from Hillsborough County Schools to create activity bags for students. Overall, Education programs and Outreach will be down this month due to decrease in school groups.

#### RENAISSANCE FESTIVAL

Julian reported that he and Rob have been interacting with the Ren Fest staff in terms of preparedness plan. They think that Ren Fest understands what is required. County is concerned about adhering to CDC guidelines when there is free flowing alcohol. Julian feels confident that it will happen. Julian stated that there should be something back from Ren Fest tomorrow and confirmed that the County does not approve the plan, but reviews it. Rob added that the push to April, along with many other events to then (State Fair, Gaspirilla) may cause attendance fatigue. Planning for 50% revenue is silver lining for MOSI.

#### PPP LOAN

Briget reported that over the weekend, we applied for the second draw PPP loan and qualify for \$380,000. It is in underwriting and expect to hear something back soon.

Question about the PPP loan process. Briget explained that with the second loan followed the same guidelines as the first which uses payroll amounts to calculate qualify amount. It is 2.5 times the monthly average payroll. For the second loan, we need to demonstrate that revenue in 2020 is

at least 25% lower than 2019; comparing one quarter from each year. We used the second quarter and saw revenue decreased by 56%.

Discussion about the loan being forgiven ensued. Briget confirmed that our deadline for the first loan forgiveness is in August but will be fully applied within the next month or two. Michael remarked that it may take a while to process; currently, it is taking the banks five months. At some point, they will get backlogged.

#### COUNTY CARES

Julian stated that MOSI was reimbursed in December but not able to use the entire \$105,000 allocated for the projects. The date has been extended to the end of the calendar year so MOSI is looking to add back those projects.

Briget confirmed that MOSI completed the reimbursement request on time. The reimbursement processed included a detailed summary report, itemized spreadsheet of expenses, and 348 pages of supporting documentation. MOSI received the full amount requested (\$60,636).

#### MERCHANT FEES-DONATIONS

Briget followed up on action item from last meeting. Working with Elavon, the credit card processor, to allow the donor the option to pay the credit card surcharge when making a donation online. This is a new process for Elavon, but it is possible. The account type will be reassigned and should be in place next month.

#### OTHER BUSINESS

Michael remarked that a lot was accomplished this month and opened it up other business. No other business discussion.

#### MEETING ADJOURNED

The meeting adjourned at 11:32 AM by Michael Morris

***Next Meeting: Thursday February 18, 2021 10:00AM, via Zoom***