

DELAWARE MUNICIPAL ELECTRIC CORPORATION
Regular Finance Committee Meeting
May 15, 2024
Smyrna, Delaware

A meeting of the Finance Committee of the Board of Directors of the Delaware Municipal Electric Corporation was held on Wednesday, May 15, 2024, via Microsoft Teams.

The meeting was called to order at 10:00 a.m.

The following roll call was presented:

Committee Present:

Charles Anderson
City of Seaford, City Manager
Tyler Reynolds
Town of Middletown, Finance Director
David DelGrande
City of Newark, Finance Director

DEMEC Staff Present:

Stephanie Dove, Chief Financial Officer
Willie Marshall, Director of Finance
Tara LaGrassa, Accounting Analyst

Absent: None

APPROVAL OF MINUTES – February 20, 2024

Upon motion by David DelGrande and second by Tyler Reynolds, February 20, 2024, Regular Finance Committee Meeting minutes were approved by the Committee.

FOLLOW UP ON ACTION ITEMS

Credit Ratings

Morris Deputy and DEMEC Staff will be visiting the Credit Rating Agencies May 21-22, 2024.

Discussed in Executive Session.

TRAINING

Mr. Marshall noted that DEMEC staff attended two training courses, the Baker Tilly's Fraud Summit 2024, and APPA - Accounting & Finance Virtual Summit 2024 and DEMEC's Finance department will be hosting another Roundtable in 2Q.

AUDIT

Audit RFP (2025 forward)

The Finance Committee is an advisory-only committee of the DEMEC Board of Directors and has no power to finally approve or order any action. The power to act rests exclusively with the DEMEC Board of Directors.

DEMEC's contract with Baker Tilly is only through 2024. The RFP needs to be refreshed and resent out. Mr. Anderson asked if the length of the engagement is usually three or five years and Ms. Dove stated in the past it has been different lengths and that she would rather it be five years moving forward due to training constraints. Mr. DelGrande stated that Newark does three years with two-year renewals.

ACCOUNTING POLICIES & PROCEDURES

Cash Flow Policy

Ms. Dove noted that this policy is on hold.

Purchasing Policy

Ms. Dove noted that this policy is on hold.

Credit Rating Policy

AMP has a credit rating policy that they are refreshing and once completed we will be using that as a guide for our policy.

REVIEW OF FINANCIAL/INVESTMENT REPORTS

1Q 2024

Ms. Dove highlighted the financial results for the period ending March 31, 2024. A discussion ensued.

BUSINESS FROM THE FLOOR

None.

EXECUTIVE SESSION

Motion was made by Mr. Reynolds and seconded by Mr. Del Grande to go into Executive Session at 10:25 a.m. to discuss the following:

1. Credit Ratings

The Finance Committee ended the executive session at 11:08 a.m.

NEXT MEETING DATES

(Third Tuesday of the second month following the quarter end; subject to change)

- a. Tuesday, August 20, 2024, at 9:00 a.m.
- b. Tuesday, November 19, 2024, at 9:00 a.m.
- c. Tuesday, February 18, 2025, at 9:00 a.m.

ADJOURNMENT

The Finance Committee adjourned at 11:08 a.m.