

Finance Committee Minutes
Tuesday, September 3, 2019 || 4:00 PM
Keil Administration Building || Third Floor Conference Room

Members Present: Todd Covault; Dan Oakes; and Beth Nolan

Members Absent: Superintendent Paul Fregeau; Fred Bouchard; and Jeff Dase

Note: Absent committee members were attending a DEA meeting.

Others Present: Beth Creighton

The meeting was called to order at 4:00 PM. There was no public participation. The minutes from the July 30, 2019 meeting were approved by acclamation.

Budget Update

- Budget has been updated based upon additional revenues
 - Evidence Based Funding – up \$384,000
 - Corporate Personal Property Replacement Tax – up \$706,000
- Operational Funds are balanced and on the “plus” by \$462,766
 - Good position for Moody’s bond rating this fall
- Budget has been updated reflecting changes in expenditures
 - TRS Penalties (\$71,500)
 - Innovative Programs (\$100,520)
 - Place holders for “possible” bonuses
 - Administration (\$30,000)
 - Board previously approved
 - Administrative Support (\$20,000)
 - Administration working on a process
 - Will bring to the board for formal approval
 - Adjustments for Pre-K grant (-\$26,601)
- A question was asked about Project Management Software
 - Intend to use existing budget authority for the purchase
- Committee member Nolan asked what was cut programmatically
 - List of things we are not doing anymore noted in previous minutes
 - No update; Todd will bring to EC for discussion

Furniture Purchased for Construction Projects

- Working Cash Bonds are deposited to Fund 70 – Working Cash
- District Abates funds to “fund in most need”
 - Fund in most need will be Construction projects primarily
- Covault reminded the committee that expenditures in fund 60 are considered assets that depreciate over 50 years
- Covault recommend to take the furniture cost from working cash and abate to the education fund to pay for these purchases
- Covault noted that the recent roof repair contract submitted to the Board was also charged to fund 60 (Capital Projects)
 - Covault is examining the rationality of depreciating a roof repair over 50 years
 - It is possible that Administration might recommend moving this contract to Fund 20 (Operations and Maintenance).

Building and Grounds Reconciliation

- Committee Member Nolan requested a document providing an FY19 reconciliation for Buildings and Grounds expenses
 - Documentation of budget vs. actual by object was shared with committee
- Committee requested a similar document for the prior year, FY18.

Working Cash Bonds

- Resolution declaring the intention to issue \$28 million working cash fund bonds will be taken to the September 10th Board meeting for consideration of approval
 - Anticipate that the full \$28 million will not be needed
 - Depends on authority provided in the Health/Life Safety Issuance
- Notice of Intent would be published in *The Herald and Review* on September 11
 - Starts 30 day “wait” period
- Schedule-of-Events Calendars were provided to committee for upcoming issue as well as future issues
 - A draft Preliminary Official Statement has been submitted to underwriting. Enrollment numbers need to be updated and the POS resent as soon as feasible
- Questions/Comments from Committee regarding the underwriter
 - Covault will seek quantifiable data to support the underwriter selection

Section 125 – Cafeteria Plan

- Administration will bring the updated Section 125 Cafeteria Plan to the Board for consideration on September 10, 2019
 - Plan allows associated expenses to be excluded from employees’ reportable gross income for tax purposes.

Regional Office of Education Contract

- Covault will finalize the ROE contract once the rental area maps have been updated.

Meeting adjourned at 4:43PM