

Finance Committee Minutes

March 13, 2017

Building B, Room 103

2:00 p.m.

Present- Tom Johnston, Judith Darling, John Gawarecki, Shannon Froberg, Marsha Bunge, Jeana Albers, Ken Thielman, Mona Hayashi

1. AESOP/Frontline update- Jeana Albers
 - \$4000 start up cost. \$2040/year annual subscription. The program does not provide substitutes, just helps to manage them. Discussion that the duty for finding subs could be relegated to a current staff member instead of purchasing the program. This staff person would find sub for short-term notice of an absence. AESOP/Frontline will be investigated if managing it in-house does not work out. \$2,040 will be put into the 2017-2018 budget under dues and memberships.
2. February 2017 Financial Statements -Judith Darling
 - Only new change is discussion with bank to see if could make extra interest revenue. Interest revenue could be used at any point. Investigating a CD ladder. Nothing else has changed since last month.
 - Bleachers will be being added in during spring break and will be reflected in the budget.
 - Textbooks, Annual Fund, and Technology/equipment are line items on the budget that still have remaining funds. Discussion of status of those line items. Science department is looking into buying textbooks.
 - Girls basketball will be changed to basketball.
 - Activities will be able to roll over their balances into the next year, but if the remaining balances for all activities become too high, a policy will be put into place to avoid budget issues.
3. Plan for (and timing of) spending Annual Fund money (@ \$50K remaining)
 - Waiting for Dragon Dinner fundraising amounts. \$1100/teacher computer and costs will need to put in by July 1st, but hopefully May 1st.
4. Building Repairs/upgrades:
 - a. 102B Kiln- art room has a kiln, goal is to build wall around kiln. \$5000 estimated cost. Could happen over spring break, but waiting to hear back from contractor.
 - b. 8430 Carpet- \$15,000 for the hallways. Tiled carpet so that it could be taken out in sections.

- c. 8430 Tile- entrance way of building A. Cost currently unknown. 3 companies estimating it. Rough estimate is \$10,000.
 - d. 8460 Bleachers- \$18,430. Being added over spring break.
 - e. 8430 Windows- \$7,500. Waiting for good weather to repair windows. No window replacement.
 - f. 8430 Exterior- No price estimate. Probably will not be completed for this year. Current flashing is not conducive to water prevention.
 - g. 8430 HVAC- No price estimate. Probably will not be completed for this year.
 - h. Parking lot Pavement- company coming out soon to look at it. Catch basin is estimated at \$5000. Cracks and drops in the pavement currently. Some spots might need to have complete replacement. Going to learn difference between treating spots versus entire lot. Estimated cost is \$40-50K.
 - i. 8430 Fireplace- to get it operational would be \$5000.
 - j. 8460 Blinds-\$9000 is coming out of AFC.
 - k. Comcast Service upgrade- additional cost of \$465/mo for two routers. Should be added before the MCAs. This will be implemented in the working budget.
 - l. Fire Alarm Service -if want it on this year's budget, the conversion to the new service will need to be right away after school ends. \$13,500 for the fire alarm service switch.
5. Next meeting - Monday, April 17th at 4: 15 p.m., room 103B (Next board meeting April 17th)