

Finance Committee Minutes
September 18, 2017
4:30 p.m.
Building B, Room 202

Present: Judith Darling, John Gawarecki, Mona Hayashi, Ken LaCasse, Tom Johnston, Jeana Albers, special visitor Mike Duscher from BerganKDV

Absent: Shannon Froberg

1. Financial Statements/Supporting Documents - Judith
 - Need to work on a budget revision in the next month or two. Budget was based on 477 students, but now down to 470 students. There are more students in PSEO than what was planned for. Also had a few contracts change after budget was adopted. Furthermore, not receiving lease aid for Building C. Judith will work with John on the budget revision, and they will bring a working version of a budget to the October financial meeting, and then the goal will be to bring the budget to the board meeting in November. Anything done to Building C cannot be taken out of the repair/replace fund because MSA does not own the building.
 - Audit- received one finding due to late payment on credit card.
2. Verizon Bill Update- Tom
 - Reduced monthly payment from \$1050 to approximately \$650.
3. Sign Audit Rep Letters
4. Bondholder Annual Report (Exhibit A and Exhibit B)
 - Judith and John will work on this together.
5. Site Expansion
 - Judith wanted to make sure that MSA is on track for getting lease aid for Building C for next year. It is due in October.
6. Summer Stipends
 - Math department has kept a record of the number of hours that it takes for summer placement testing. \$1,831.25 was the total amount. Fairly consistent with last year, but it was fairly higher than last year due to a higher number of incoming 9th graders that needed to be tested. Spanish department has yet to turn in their hours.
7. Sidewalk Project
 - Looking to put in a sidewalk in between Building B and Building C. Will also need to put a crosswalk in and cement along the curve. John is guessing the estimate cost will be \$10,000. If we do it all at one time, MSA can use money from the repair/replace fund.
8. Study Hall Fee
 - Questions on the process of fee collection.
9. Activity Task Force
 - Activity Task Force composed of staff will be created to bring process for activity payment back to the Finance committee by February.

Next meeting is October 9th at 4:30 p.m., Building B Rm 202