

## FINANCE COMMITTEE MINUTES

The meeting was held remotely via Google Meet  
September 21, 2021  
7:30 a.m.

### Members in Attendance:

Andrew Adams, Robert Dehnert, Scott Gerdes, Courtney Cavellier, John Bellingham, Jason Engbrecht, Todd Sesker, Jamie Bente, Chad Wolff, Meghan Knutson, and Joseph Sage

### Others in Attendance:

Casey Rutherford

### Members Absent:

Michael Dietch

Meeting was called to order at 7:31 am

1. Business Items
  - a. Motion by Bellingham to approve the minutes from the August 9, 2021 Finance Committee Meeting, second by Sage. Motion passed.
  - b. Mr. Adams informed the Finance Committee that Meghan Knutson will be joining the finance committee.
2. Contracts, Agreements, Bids and Grants for Review
  - a. Motion by Wolff to approve the Raptor Technology Software, second by Sesker. Motion passed.
  - b. Motion by Cavellier to approve the two year Waste Management contract, second by Bente. Motion passed.
  - c. Motion by Bellingham to approve the IXL Math Software, second by Bente. Motion passed.
  - d. Motion by Sesker to approve the DHH Purchase of Service contract with CVSEC, second by Sage. Motion passed.
  - e. Motion by Sage to approve the PT Purchase of Service contract with CVSEC, second by Engbrecht. Motion passed.
  - f. Motion by Bente to approve the Nurse Purchase of Service contract with the STEM Charter School, second by Cavellier. Motion passed.
3. Financial Performance
  - a. Adams shared that the final budget ADM was 3343. The ADM that was used for the final audited financial statements was 3302. This difference of 40.6 was mostly due to PSEO students whose time is entered late in the school year. This difference amounts to 1.2 percent.

- b. Mr. Adams reviewed the August Investment report. He noted that the MSDLAF accounts were being closed and the MN Trust account were growing. Mr. Adams also shared that we will slowly be moving to investing small amounts of money based on cash flow needs to try and increase investment revenue.
  - c. Mr. Adams shared that last week was field work for the fiscal year 2021 audit. The audit has gone very well and he hopes to have an update next month for the October finance meeting.
4. Financial Strategies
- a. Motion by Cavellier to approve the certification of the maximum for the 2021 pay 2022 levy, second by Engbrecht. Motion passed.
5. The next meeting date is **October 18, 2021**.
6. Motion by Sage to adjourn meeting, second by Sesker. Meeting Adjourned at 8:02 am

*Respectfully submitted by Scott Gerdes*