

FINANCE COMMITTEE MINUTES

This meeting was held remotely via Google Meet
April 17, 2023 at 7:30 a.m.

Members in Attendance: Chad Wolff, Dave Campbell, Jamie Bente, Joel Olson, John Bellingham, Richard Olson, Roxanne Hill, Meghan Knutson, Scott Gerdes, Stacy Fox, Jason Engbrecht, Robert Dehnert.

Others in Attendance: Zach Pruitt, Casey Rutherford

Members Absent:

This meeting was called to order at 7:30 a.m.

1. Business Items
 - a. Motion by Chad Wolff to approve the minutes from the March 13, 2023 Finance Committee Meeting, second by Joel Olson. Motion passed.
 - b. Controller update
 - i. Chris Nelson resigned as of March 31, 2023
 - ii. There were only two viable applicants so to bring continuity, Brett Martindale will become the new controller for FPS. We now need to backfill our payroll coordinator position.
2. Contracts, Agreements, Buds and Grants for Review
 - a. Casey Rutherford presented about Elementary and Teacher iPad replacement. Mr. Rutherford proposes to purchase new iPads for middle and high schoolers and pass down the used iPads down to elementary schoolers. The amount of money needed exceeds the state bid threshold and will need to be approved by the school board. Motion by John Bellingham to approve and a second by Dave Campbell.
 - b. Scott Gerdes presented about six different options for building project funding requested by Mr. Olson. The Facilities Committee recommends Option #6. The LTFM plan was also updated and reviewed. Motion to approve Option #6 and the revisions of the LTFM plan by Dave Campbell and second by Jamie Bente.
 - i. Option #1 - One Time Lease
 - ii. Option #2 - Building Bond
 - iii. Option #3 - Project Levy
 - iv. Option #4 - Facility Deferred Maintenance Bonds
 - v. Option #5 - Capital Facility Bonds
 - vi. Option #6 - Facility Health & Safety Bonds
 - c. Received a quote from Bituminous Materials, LLC for the middle school parking lot. FPS saved funds from the Jefferson parking lot and will help fund the middle school parking lot. The project is set to be completed prior to 6/30/2023. The motion is approved by Richard Olson and seconded by Chad Wolff.

- d. Mr. Bente and Mr. Pruitt described the importance of grant writing and management. Mr. Pruitt will devote 1/3 of his time writing and managing grants. Propose the idea of a Youth Programs Coordinator who will oversee the community education department's youth developing programming (i.e. community schools, Summer STEAM, Falcons Afterschool, and Little Falcons) this position will be a one year contract. Mr Olson shared his concern about writing grants just for the money. Mr Bente shared that all grants will be tied to the four District goals. Motion to approve the Youth Program Coordinator position by Chad Wolff and a second by Dave Campbell.
 - e. The District has decided to move forward with the Spanish-English Dual Enrollment Program. This will start at the kindergarten level for the 2023/24 school year. This program has been brought to the District by Katherine Schultz who shared the need for about \$10,000 in additional funds for curriculum. Motion to approve by Richard Olson and a second by Jason Engbrecht
3. Financial Performance
- a. Mr. Gerdes shared that the enrollment report did not change very much from our last meeting. The District is currently twenty two ADM over budget. Mr Gerdes shared that he is working with SSC on correcting PSEO billing issues. The District is actively working with the new charter school and working with them on operational logistics.
 - b. Mr Gerdes shared the comparative financial statement that still showed our utilities were over budget based on the increased rates. We continue to increase our fund balance in the self insurance account.
 - c. Mr. Gerdes shared that cash balances have begun to increase from our second half debt payments. Our balances should increase over the next couple months as well.
 - d. Mr Gerdes shared that our financial analytics show our data is tracking very close to our revised budget and that we are looking good as we close out the fiscal year.
4. Next Meeting May 15, 2023
5. Motion by Jason Engbrecht to adjourn the meeting, second by Stacy Fox. Meeting adjourned at 8:39 a.m.

Respectfully submitted by Meghan Knutson