

Finance Committee Meeting: September 11, 2023, 3:30pm

Called to order: 3:30pm

Adjourned: 4:20pm

Members: Joe Aliperto, Kelly Bittner, Annette Klang, Holly Amaya, Emily Stull Richardson, Ronda Veit, Abi Swenson, Mara Powers, Chris Rhinehart, Molly Papillon, Gena Jacobson, Paige Jahnke

Norms:

- Show up on time
- Show up prepared as possible
- Stay on topic
- Assume positive intent

Mission Statement: To ensure sustainability and responsible fiscal management aligned with the CCS strategic plan.

Goals:

- To create and maintain a balanced budget
- Monitor monthly financial statements
- Recommend revisions to the budget when necessary

Priority Agenda Items

Attendance: Joe Aliperto, Gena Jacobson, Ronda Veit, Paige Jahnke, Annette Klang, Holly Amaya, Christine Reed, Mara Powers, Molly Papillon, Emily Stull Richardson, Abi Swenson

Monthly Financials:

1. ADM Report: August (5 minutes)

Current Enrollment: 424

ADM discrepancy update:

2. Recommend monthly financials for Board approval: August (15 minutes)

Committee recommends

3. Check Register: August (5 minutes)

No findings

Other Business:

4. Increase Substitute Teacher Pay: (5 minutes)

Joe is looking into to see if it is an actual requirement

Annette felt we should match amount to Pequot to retain substitute teachers- increase to \$145

5. Retention Credit Update - Confirm amounts received and plans for funds: CDs, (2 min)

First National North in Crosslake, 5%

- Abi and Kelly will contact bank and begin paperwork this week
- Add to fund balance
- Auditors counting it as revenue

6. Committee Attendance and Minutes:

Abi will take attendance and record minutes for the committee

7. ESSER Update-

Joe confirmed that all transactions are up to date.

Additional Agenda Items:

1. Finance Team:

Compensation Study - identify next steps

Day Care Center - explore and create business plan

Building Company - consider creating one proactively

Next meeting: October 9 @3:30