

**MINUTES OF THE COMMITTEE OF THE WHOLE MEETING  
HELD MARCH 18, 2019 AT THE EDUCATIONAL RESOURCE CENTER**

Ms. Wendy Schilling, Finance Chairperson, called the Finance Committee meeting to order at 6:30 p.m. Board Members present were Chris Coughlin, Marc Grote, Greta Hoff, Chris Kennedy, Wendy Schilling, and Tom Vickers. Board Members absent were Linda Lucke. Also present were Guy Schumacher, Kurt Valentin, Tom Bean, Cheryl Crenshaw, Dan Gilbert, Pam Imholz, Robin Kollman Smith, Chris Otto, Erik Youngman, Peter Graves, Kevin Korn, Dan Choi, and Sean Currie.

The February minutes were approved as written. Mr. Tom Vickers made a motion to approve the minutes and Ms. Greta Hoff seconded the motion. All voted in favor of the minutes.

**Committee of the Whole**

**APPROVAL OF CHANGES TO POLICIES**

The following policies are for approval: 4:20 Fund Balance, 4:45 Incurring Debt, 4:45 Insufficient Fund Checks and Debt Recovery, 4:50 Payment Procedures, and 4:80 Accounting and Audits. Dr. Bean has not heard from any Board Members.

**REDUCTION IN FORCE**

Due to enrollment, four (4) staff members will be issued Reduction in Force notices.

**APPROVAL OF APPLE LEASE**

This lease is for replacement of four year old teacher laptops. At the end of the lease the District will own and retain these computers. The lease rate is 0.99% for four (4) years with the first payment in July 2019.

**APPROVAL OF AMERICAN CAPITAL CHROMEBOOK LEASE**

This lease is to replace four (4) year old Chromebooks. The first 1200 Chromebooks will go to elementary chromebook carts. The last 300 will go to incoming 6th graders at Highland. At the end of the lease, 1100 will go back to the lease holder and the District will be left with 100 Chromebooks. The lease rate is 0.00% for four (4) years with the first payment in July 2019.

**APPROVAL OF MCKINSTRY CHANGE ORDER**

This change order is for the McKinstry existing contract to cover the Summer 2019 work at District buildings addressing HVAC, Lighting and Life Safety Work.

## APPROVAL OF TRACK MY ROUTE SOFTWARE AGREEMENT

This software will give parents the ability to track their student's bus location to help address the issues with delayed buses due to weather and traffic. The cost per rider is \$9.99 which will equate to approximately \$18,000 for the District. This expense will be run through the Transportation Fund and claimed on the annual Transportation Claim.

### **Finance Committee**

#### TREASURER REPORT

The Treasurer's Report and Investment Report for February 2019 were reviewed by the Committee.

#### ACCOUNTS PAYABLE BILLS LIST

Board Members reviewed the March List of Bills. The accounts payable list totaled \$533,368.88; Imprest Fund totaled \$4,653.77, and February payrolls totaling \$1,836,873.54.

### **Other Items**

#### DEBT CERTIFICATE CALENDER/RESOLUTION

The District will be selling \$6M in Debt Certificates to pay for the Summer 2019 work. These certificates will be 10 year in term at an estimated interest rate of 2.76%. The term coincides with the next Ten Year Life Safety Survey.

#### BUDGET 2019-2020

Review the budgets for the Debt Service Fund 30 and Operations/Maintenance Fund 20. Debt Service Fund Balance will remain flat. Operations/Maintenance Fund will see a decrease to pay for the Summer 2019 work discussed earlier in this meeting. The Fund will begin to increase its balance in future years.

#### ROCKLAND SOLAR PROPOSAL

This going to be tabled. It came in at the last minute and the consultant has explained the cost of the project in two different ways to Dan Gilbert and Kurt Valentin.

### **Adjournment**

Ms. Wendy Schilling, Finance Chairperson, adjourned the Finance Committee Meeting at 7:07 p.m.

APPROVED: \_\_\_\_\_  
Wendy Schilling, Finance Chairperson