

## **Finance Committee Meeting: Dec. 15, 2022**

**Called to order:** 3:30 PM

**Adjourned:** 4:34 PM

**Members:** Joe Aliperto, Kelly Bittner, Annette Klang, Holly Amaya, Christina Holmes, Ronda Veit, Abi Swenson

### Norms:

- Show up on time at 3:30pm
- 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

## **Agenda Items:**

1. Recommend monthly financials for Board approval: November
2. Check Register: November
  - Reviewed process
  - Recommended for approval
3. Bonus Policy Update  
Will work on in future. Next year's policy will include incremental payments for more accurate budgeting for employees who do not complete a full year of employment with CCS.
4. Policies 701, 701.1, 702, 703  
Will work on in future.
5. Retention Credit Update
  - Submitted
6. Lease Aid adjustment: meeting with LAKES Foundation  
Met on Dec. 14. Will move to new system of reporting ADM and submitting lease aid application.
7. Health Benefit Increase: enrollment numbers
  - Will have by January
8. List of possible expenses for LAKES Foundation: Plan a meeting to brainstorm  
Preparing a list of building expenses which can be reassigned to foundation in order to allow room in budget for compensation/benefit improvements for staff.

9. Sign on bonus for new hires (3 paras recently)

- Prorated for contracted months
- Receive one month after start date

10. RRM Legal: current rates/contract

- Increased from \$220-\$230/hr to \$240/hr
- Seeking new signed agreement (Kelly)

11. Team meeting date/time:

- Thursday January 5th at 9:30 AM
- Discussing improvements for 2023 and beyond.

12. Hourly employee pay on e-learning days

- MDE: designated make-up day offer another opportunity to earn the hours (through trainings) or offer the pay because it is already budgeted
- More discussion needed

Next meeting:

- Thursday January 12 at 3:30 PM