

## FINANCE/PERSONNEL COMMITTEE MEETING

Meeting Date: November 13, 2018

<b>Members:</b>	<b>Attendance:</b>
Annette Johnson	Yes
Bruce Schubert	Yes
Dan Barreiro	Yes
Jeff Ryder	Yes
Steve Megazzini	Yes

Public Comments – None

Donations – Accepted

Grants – Accepted

### September 2018 Financials

Mr. Ryder recapped expenses, fund balances, and revenues. Mr. Ryder also stated he will begin appropriate fund allocation of EBF amounts to accounts other than fund 10 in November and December. Expenses are on track for the year. Retroactive salary adjustments due to contract ratification will go into effect in November and December.

### Levy Presentation and Discussion

Historical equalized assessed values, historical tax rates, recent levy and abatement strategy and the levy for 2018 were presented by Mr. Ryder. Bernard Weiler, from Mickey Wilson spoke to the committee in more detail about the upcoming levy. Discussion ensued about assessed valuations, abating the bond fund, how tax district tax payers will be affected, bonds and payoffs. The committee would like to proceed with keeping this year's levy in line with the previous year. Levy and abatements will be presented to the BOE on November 19.

### Update on Audit of District Financials

Mr. Ryder reported that the auditors have completed their fieldwork last week. The deadline for the Annual Financial Report is November 15.

### Update on Correction of Prior Year Audit Deficiencies

All findings from the 2017 audit have been or will be addressed. Policies and procedures have been amended or implemented to ensure compliance in all areas. Mr. Ryder has a meeting scheduled in the next few weeks to address two outstanding findings.

### Property Tax Relief Grant

Mr. Ryder brought to the committee's attention the award amount available to the entire state is \$50,000,000. There are 431 districts ahead of D131 that can apply for a portion of this figure. The committee agreed Mr. Ryder will submit a request to the state requesting \$1,000,000.

### Grant Refunds

In keeping with the spirit of transparency, Mr. Ryder notified the committee of three additional refunds to ISBE. To maximize grant dollars and correct audit finding 2017-006, management will review all grant submissions quarterly. Mr. Schubert thanked Mr. Ryder for bringing to the committee's attention the grant refunds, it was noted that this had not been done by previous administrations.

### Bank Resolutions

Mr. Ryder will present the four resolutions at the November 19 BOE meeting for signatures.

### FTE Request – 2 PPA

Heather Kincaid presented the recommendation to move the DREAMS program back to the Extension Campus, it is currently housed at EAHS. The program currently utilizes one TA at EAHS, the move would create the need for one additional PPA at the Extension Campus and one floater PPA in the district. This is anticipated to begin at the start of the second semester. The committee approved the posting.

### List of PRESS Policies Updated in 2018

Mr. Megazzini submitted a list of all policies that have been approved to date. Mr. Schubert requested a semi-annual update of this report.

### Updated Policy 4:60 Operational Services-Purchases and Contracts

Mr. Megazzini stated the concern was clause #2. District attorney recommended leaving the policy as is. Internal procedures will be modified.

### **New Business**

#### Cell Tower Request

Mr. Ryder brought to the committee's attention a request from T-Mobile to place a cell tower at Rollins Elementary. Discussion ensued about previous requests that the BOE has turned down. It was decided to reject this proposal also.

Adjourned at 6:24 p.m.