

FINANCE COMMITTEE MEETING

MEETING DATE: TUESDAY, OCTOBER 11TH 2016 AT 4:30 P. M.

<u>Members:</u>	<u>Attendance</u>
Ms. Annette Johnson, Chair	Yes
Mr. Ken Darby	Yes
Mr. Richard Leonard	Yes
Mr. Michael Prombo	Yes
Mr. Steven Megazzini	Yes
Dr. Mark McDonald	Yes

Minutes

Public Comments: None

Resolutions:

These two are housekeeping items.

a. Corporate Resolution for Authorized.

Ms. Annette Johnson stated that these resolutions were pretty basic and considers them to be housekeeping. Mr. Mike Prombo stated that resolutions 3a and 3b were housekeeping items; just changing the signature card. Ms. Johnson asked if ACH transfer were available, Mr. Prombo indicated that is possible and paperwork will be submitted to ensure of it. Mr. Ken Darby asked about Pershing Advisor's role and Mr. Richard Leonard indicated that Pershing advisors manages the account.

b. Corporate Resolution to Initiate ACH Transactions

Mr. Leonard asked about ACH. Mr. Prombo indicated that it is automated transfer cash between banks. Ms. Johnson asked if we are still looking into our investments, Mr. Prombo indicated that it will be looked into.

The board committee members present agreed that these will be moved to the full board for approval.

Zions Bank

Ms. Johnson asked about Zions. Mr. Prombo indicated that these items are housekeeping items for the bond sale and the incumbency certificate is something that the superintendent signs certifying him.

Donations

The board committee members presented accepted and agreed to move to full board for approval.

Accept Grants

Ms. Johnson asked if there is still a community breakfast program. Mr. Prombo indicated that we are part of the community eligibility provision which everybody gets free lunch or breakfast, and there is an extension, a public act that indicates that starting in FY18 to make sure kids have access to breakfast. Mr. Prombo also indicated that we are a year ahead and it is already implemented in some buildings and the District will be 100% compliant by August 2017, and this will help to increase District participation and revenue increase as well.

Mr. Ken Darby asked about the guitar donation, if is going towards the band to buy a guitar. Mr. Prombo will look into it.

Ms. Johnson also added regarding the breakfast program that a teacher complained about the fruit that was used for student snacks is now being collected. Ms. Johnson asked if there was a change to preferred meals in regards to extra fruit. Mr. Prombo stated that the District does a family table for students to take extra food to make sure the district is in compliance, also food is collected for the food bank and a shelter comes by to pick the extras once a week.

Resolution Authorizing Sale of Personal Property

Ms. Johnson asked if the resolution was about technology items not being used and stored in Buildings and Grounds. Nestor talked about the resolution for cars, requesting time to reevaluate and get a better assessment before proceeding. Ms. Johnson also asked that the district assess the batteries that were stored at Hill Avenue. Nestor Garcia will look into this.

Discussion on Investments

Ms. Johnson stated that this was already discussed and will continue to look into this; Ms. Johnson also asked if there is a timeline. Mr. Prombo indicated that he will look into this.

Early Childhood Center Playground Bid Results

Mr. Garcia stated that this is the extension part of the preschool center addition. Part of the grant will pay for this. The consensus was to put on board agenda for approval at the October 17th board agenda. Ms. Johnson asked about the soccer ball net; when is this going to be put up. Mr. Garcia will look into this.

Cowherd Elevator Bid

Mr. Garcia stated that district has gone out to bid. The repair cost is approximately \$47,000. Friday is the bid opening.

Facility Improvement Progress Report

Mr. Garcia condensed this to a 5 year program from a 20 year program to assess what needs to be done in each building. In past practice we have always done five years. We have to make sure that the dollars are allocated per year. The board members agreed that 5 years is okay. Mr. Garcia also stated that we had done a roofing projection previously and we are on track with the areas identified and when they needed to be done. Ms. Johnson asked about the need to track down the maintenance agreement for the roof at the Fieldhouse and if there is something that references that the National Guard would pay a portion of the cost for the repair.

Revisions of Current Policies

Mr. Steve Megazzini stated that we have 3 policies; the equal employment opportunity and Minority recruitment, the workplace harassment and the bullying harassment and the only change on the policies is the complaint manager's name. There is a male and a female complaint manager, Ms. Beatrice Reyes is the female and Mr. Megazzini is the male.

Old Business

Food Service

Mr. Richard Leonard asked how the program works. Mr. Prombo stated that for revenue we get a small amount of money from the state. Last year the district received \$57,153 from the state. From the Federal Government, the District received \$6,150,748 (National School Lunch Program), \$1,330,727 (School Breakfast Program) and \$496,931 (Fresh Fruits and Vegetables). The total foodservice revenue for FY16 was \$8,035,561. Mr. Leonard asked if we are responsible for storing their food. Mr. Prombo indicated that we are responsible for providing the equipment per the contract. Mr. Leonard also asked what is store at Hill Avenue's freezer; Mr. Prombo will

look into it. Mr. Prombo also stated that we don't want the food service buying the equipment; the district should. Ms. Johnson asked if we have surplus money at the end of year; what we do with that money. Mr. Prombo stated that is used to buy lunchroom tables. Ms. Johnson stated that she feels we haven't managed that fund well.

Dr. Macdonald spoke and shared concerns of food being cold (Sodexo). Mr. Prombo contacted the vendor and they denied that it was cold. Dr. McDonald stated that we should bring a company representative to come to a board meeting and present to the board. It was decided to bring a representative to the building and grounds committee to address the board committee.

New Business:

1. Auditors presentation to the finance committee next month (November) and then to the board.
2. Talk about tax levy – will keep flat, it will be presented to the committee and then to the board in November and December.
3. Adult meal prices – need to look at this and probably increase in January about \$0.10 or \$0.15 cents to meet our cost.
4. New public act starting January 1st surrounding expense reimbursement forms for travel, food and lodging and will be presented to the committee next month and then have board approval in December.

Adjourned at 5:05 p.m.

Closed Session: None