

Finance Committee Meeting Minutes

Mach 2021 – In-Person Meeting

Meeting Date: Monday, March 8, 2021

Committee Members Present: Steve Clegg, Chad Erickson, Kevin Ward, Superintendent Jim Cracraft

Committee Members Not Present: None

Others in attendance: None

Meeting started at 5:01 p.m.

Purpose: Review financial reports for the closing month of February 2021 that will be included in the March 2021 board packet. Discussed contract negotiations, open positions/new hires/resignations, creation of restricted general fund account, 3% contribution to MPSERS health care trust, and 2nd revision of 2020-21 budget. Discussed technology projects and facilities/grounds projects coming to BOE for approval.

Committee discussed the following topics:

1. No questions asked of Business Manager Carol Wahl and/or Superintendent Jim Cracraft related to the financial reports for the closing month of February 2021. Financial reports included in the March 2021 board packet.
Note: Finance report layout has changed to a comparison report of years 2019-20 and 2020-21 budgeted and actuals. Finance committee has reviewed this layout and feels it provides the board with a good view of the district finances and will use this layout this year.
2. Open Positions/New Hires/Resignations:
 - a. Pre-School – None
 - b. Elementary – 4th grade FTE position.
 - c. Middle School – ELA FTE position and .5 FTE elective position.
 - d. High School – Elective FTE and Social Studies FTE positions.
 - e. Administration - None
3. Contract negotiations - All contracts are up this year. Meeting with teacher's rep occurred on 2/18/21 with follow-up scheduled for 3/12/21. Superintendent Cracraft has met with Custodial/Maintenance and Office/Transportation union leadership to begin discussions.
4. Discussed creation of restricted general fund account. This will be coming to the March BOE meeting for approval to create this account and move \$250,000 from General Fund into this account.

5. Discussed 3% contribution to the MPSERS health care trust. Narrative will be provided in board book.
6. Second revision of 2020-21 district budget will occur in April 2021.
7. Technology projects:
 - a. BOE approved projects still going on: None
 - b. Currently no technology projects coming to March board meeting for approval.
 - c. Currently no technology projects coming to April board meeting for approval.

Facilities/Grounds projects:

- d. BOE approved projects still going on: Bidding of upcoming projects.
 - e. Several facilities/grounds projects coming to February board meeting for approval:
 - f. Currently no facilities/grounds projects coming to March board meeting for approval.
 - g. Currently no facilities/grounds projects coming to April board meeting for approval.
 - h. Potential items coming to BOE for approval soon.
 - Tractor – approximately \$18,000
 - Shed for STEM Lab – approximately \$4,000 (some funds will come from Thompson donation).
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8. Other:
 - a. Need to schedule meeting with Technology Director to review some projects and buildout a strategic timeline matrix.
 - b. Need to schedule meeting with Transportation Director to review fleet strategic timeline matrix.
 - c. Need to schedule meeting with Maintenance Director to review sinking fund projects and buildout a strategic timeline matrix.

Meeting adjourned at 6:20 p.m.