

**REGIONAL SCHOOL DISTRICT NO. 17**  
**BOE FINANCE SUBCOMMITTEE SPECIAL MEETING**  
**January 18, 2022**

*A special meeting of the Regional School District 17 Finance Subcommittee was held on Tuesday, January 18, 2022 at Central Office in the Board Room.*

***Subcommittee Members Present:*** Hamish MacPhail and Peter Sonski, Chair

***Subcommittee Members Absent:*** Shawna Goldfarb and Jennifer Favalora

***Also in Attendance:*** Director of Finance, Ann Adriani

***Call to Order/Opening of the Meeting:*** The meeting was called to order at 5:30 p.m. by Peter Sonski (Chairman).

**Agenda Item #2 – Minutes:** Action on Minutes of January 3, 2022, meeting was postponed for lack of a quorum.

**Agenda Item #3 - Overview of Finance Committee for New Members:** Ms. Adriani provided a Summary of Committee responsibilities, including oversight and review of all Fiscal activities, initial review of Annual Audit and Analysis of Financial matters in the interests of the BOE.

**Agenda Item #4 - 2021-22 Revenue and Expense Projection:** Ms. Adriani presented and reviewed a FY 21-22 Revenue and Expense Projection as of 12/31/2021 indicating a favorable year-end projection of approximately \$541,800.

**Agenda Item #5 - COVID Expenses 2021-22 YTD:** COVID-related expenditures for FY 21-22 at the midyear point are \$35,800.

**Agenda Item #6 - Detail of Emergency Repairs:** Several emergency repair projects have been required during the first half of the fiscal year resulting in \$116,900 expended from the General Fund. Additional unfunded expenses totaling \$34,800 bring the total unbudgeted expenses to \$151,700 as of 12/31/2021.

**Agenda Item #7 - Checks over 5,000.00:** Details of checks exceeding \$5,000 during December 2021 were provided to Committee members.

**Agenda Item #8 - Audit Status and Overview of Budget Process:** Ms. Adriani provided a short summary and status of the annual audit and budget processes. The audit process is slightly behind schedule due to the transitioning to new financial management software.

**Adjournment:** Meeting adjourned at 6:25 p.m.