Winona Area Public Schools
Finance Committee
2/10/2022 Minutes
1:00 p.m. in person
WSHS Media Center Multipurpose Room

Members Present: *Nancy Denzer, Steve Schild, Karl Sonneman, Dr. Annette Freiheit, Sarah Slaby*

Members Absent: *none*

Others Present: *Casey Indra*

Call to Order/Welcome

Welcome & Attendance (called to order at 1:00 pm)

Capital Budget Adjustment

- Casey Indra, Activities Director, joined the meeting to request an adjustment of the capital budget for 2022. Because the Minnesota State High School League is requiring shot clocks be installed, pricing has been obtained to meet this requirement. In addition, replacement of backboards are requested. The total estimated cost of these items is $19,591 and is proposed to be fund with capital dollars which will not be expended on the WMS tennis court resurfacing project due to scaling back on the project which will save an estimated $64,500. The committee recommends moving this request to the school board.

Review Meeting Minutes

- Meeting minutes for the 1/18/2022 meeting were moved on to the consent agenda committee.

Review of the Consent Agenda Items

- The consent agenda for the next board meeting was brought to the committee for review.
    - Payment Register (summary and detail)
        - Document reflects January 2022, recommended to move on to consent agenda
    - Consent Agenda
        - Document reflects January 2022, recommended to move on to consent agenda
    - 2022 Budget Analysis recommended to move on to consent agenda
        - 2022 General Fund revenues as of 1/31/22 at 33.60% of budget
        - 2022 General Fund expenditures as of 1/31/22 at 49.43% of budget

COVID-19 Grants

- An updated snapshot of the COVID-19 related grants as of 1/31/2022 was provided.

Cash Flow Sample Data

- A sample report of cash balances was provided for committee members to discuss. Going forward this report will be provided as part of the monthly reporting package.

2023 Budget Development Process

- The General Fund projected revenue (preliminary estimate) for 2023 was discussed in addition to

the resulting spending target. Both will move to the school board for briefing on 2/17/2022.

Audit RFP

- Administration shared the RFP document which will be used to solicit proposals for audit services for the upcoming audit cycle. Proposals are due March 7, 2022 at 4:00 pm. Presentations will be scheduled on March 11, 2022.

Contracts

- The following contracts were recommended to move forward to consent by the Committee:
  - Miller Mentoring Lease 2022-2024

Policy 714

- Due to board action taken on 2/3/2022 to change the unassigned fund balance goal to a range of 8-10%, Policy 714 was updated to reflect this. The policy will move on to the Board Operations agenda on 2/24/2022.

Adjournment

- Meeting adjourned at 2:39 pm.