Winona Area Public Schools
Finance Committee
1/10/2023 Minutes
1:00 p.m. in person
District Office Conference Room

Members Present: *Pete Watkins, Nancy Denzer, Karl Sonneman, Dr. Annette Freiheit, Sarah Slaby*

Members Absent: *none*

Others Present: *Emily Solheid, Ann Riebel, John Casper*

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

Raptor Agreement
● An agreement adding an ID scanner and license for early childhood at the Goodview site. Prevents disruption to the Goodview K-4 programming. The cost of the scanner is $600 which can be funded from remaining referendum dollars. The cost of the license agreement is approximately $260 annually and can be funded with LTFM (Long Term Facilities Maintenance) dollars as is the case with the other Raptor license agreements in the district. The contract was recommended to move forward for board approval.

Gundersen Agreement
● Certain pages of the agreement are being updated. Specifically, page 5 is updating pricing for occupational health services and page 7 provides for industrial safety eyewear. The master agreement (pages 1-4) is not changing and automatically renews on an annual basis unless notice is provided. The contract is used very minimally ($-0- in 2019, $-0- in 2020, $68 in 2021, $-0- in 2022). The contract was recommended to move forward for board approval.

T.E.A.C.H. Agreement
● A contract related to a program providing an avenue of support for those seeking education in the area of early childhood. The district would pay a portion of the tuition costs towards obtaining the degree. The participant is required to remain with the district for a minimum of 1 year after receiving the support. The cost of the program would come from staff development dollars. The contract was recommended to move forward for board approval with the addition of language stating the participant must repay any support received if they do not fulfill their commitment.

Elegant Outcomes Contract
● This contract provides for a photobooth for the prom. This is the second time the contract has been brought to the Finance Committee after working with the vendor to remove language regarding COVID and adding language providing the district the ability to inspect equipment. The agreement was recommended to move forward for board approval.

AJ's Sount and Light Show Contract
● This agreement provides for DJ services for a dance event at a cost of $595 to be funded through general fund athletics. The contract was recommended to move forward for board approval.

Illuminate Education Contract

- This agreement provides onsite training for FastBridge at a cost of $3,250. This is a one-time cost to be funded out of staff development dollars. The contract was recommended to move forward for board approval.

Captivate Media + Consulting Proposal

- A proposal for producing videos related to the upcoming referendum to help inform the community was proposed. The proposed cost of the project is $11,100 and would be funded partially from funds set aside for the election and partially from funds set aside in the marketing budget. The Finance Committee asked that a final edit be proposed with the company which would generate content more of a general use for after the referendum. The proposal along with its forthcoming related contract were recommended to be placed on the next board agenda as a separate agenda item for action.

LTFM Funding

- A general discussion about LTFM (Long Term Facilities Maintenance) funding was had.

Review Meeting Minutes

- Meeting minutes for the 12/8//2022 meeting were moved on to the consent agenda by the 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 December 2022, recommended to move on to consent agenda
    - Consent Agenda
        - Document reflects December 2022, recommended to move on to consent agenda
    - 2023 Budget Analysis recommended to move on to consent agenda
        - 2023 General Fund revenues as of 12/31/22 at 27.27% of budget
        - 2023 General Fund expenditures as of 12/31/2022 at 42.35% of budget

COVID-19 Grants

- An updated snapshot of the COVID-19 related grants as of 12/31/2022 was provided and passed along to the consent agenda.
- A summary of Finance code 160, 161 and 155 was provided by spending initiative and passed along to the consent agenda.

Cash Flow Data

- Cash balance data as of 12/31/2022 was provided for committee members and was forwarded on with the monthly consent agenda to the board.

Adjournment

- Meeting adjourned at 2:49 pm.