

**Lehigh Area School District
Finance Committee Meeting
Monday, July 8, 2019 at 6:00 PM**

Finance Committee Minutes

The meeting was called to order at 6:03 p.m.

The following Board Members were present:

Andrew Yenser, Rita Spinelli, Joy Beers, David Bradley (audience, left approx. 7:02 pm), Stephen Holland (audience) and Gail Maholick (arrived approx. 6:02 pm)

The following Administration Members were present:

Patricia Denicola, Tina Champ and Meghan Christman

George's Transportation Bill Daily Run Bill for Approval (June)

Discussion about how George's Transportation bills by day opposed to mile and how to verify the bill. All attending committee members agreed to pay the June 2019 transportation bill.

Review of New Board Reports

Handouts of newly formatted Revenue Summary Report and Expenditures by Object were reviewed. These reports will be given in addition to the reports the board currently receives at the regularly scheduled board meetings.

Review of List of Checks

Review of the Check Register in relation to the Balance Sheet budget codes. In some cases, transactions will be allocated to Balance Sheet budget codes, however, the board should question them (10-0100 through 10-0999).

Brief discussion on who is responsible for approving payment of invoices and authorizing expenditures.

LERTA

On August 27, 2018 the board approved to authorize the business office to hold a public hearing to set Local Economic Revitalization Tax Assistance (LERTA) boundaries. The public hearing was not yet held. The business office intends to hold the public hearing during late summer/early fall.

Open Discussion

- The Pennsylvania State Auditor General will be coming to LASD in late July
- Discussion on doing an RFP or asking the Auditor General for a list of recommendations
- Discussion on how to verify information Administration gives to the board
- Discussion on the tagging of district equipment for inventory purposes

- Discussion on the budget and efforts that have been made in order to save additional money (such as bulk bidding process opposed to buying things as needed)

The meeting adjourned at 7:10 p.m.

Next Meeting Date: Monday August 12, 2019 6:00 p.m.
PJD/mmc