Winona Area Public Schools
Finance Committee
10/13/2023 Minutes
1:00 p.m. in person
District Office Conference Room

Members Present: *Nancy Denzer, Karl Sonneman, Pete Watkins, Brad Berzinski, Sarah Slaby*

Members Absent: *n/a*

Others Present: *n/a*

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

Lifetouch Contract
● Agreement for the taking of school pictures at no cost to the district was discussed and recommended for approval by the board.

Third Party Integrity Contract
● A contract related to contracted services to assist the district setting up systems for Third Party Revenue billing was discussed. The contract will be placed on the school board agenda for action as a separate agenda to allow the Director of Special Education time to speak to it at the board meeting and time for board members to ask any questions they may have concerning the contract.

SHIP Grant Partnership Agreement - Salad Bar
● An agreement related to a SHIP grant being sought by School Nutrition Director, Jennifer Walters, was discussed and recommended for approval by the board.

Policy Review
● Policies 702 and 703 were reviewed and recommended to move forward to the Board Operations Committee meeting on 10/26/2023.

Implicit Subsidy
● The Finance Committee discussed the pros and cons of making an implicit subsidy transfer in fiscal year 2023. The committee was in agreement with Director Slaby that using $207,945 of OPEB trust dollars to offset medical expenses in 2023 was a desirable action to help achieve an ending unreserved fund balance closer to budget.

23Pay24 Levy
● Director Slaby updated the committee that the Minnesota Department of Education was still working on updating the levy documents and an accurate document was not available to post at this time. This will be tabled for the November meeting.

Booster Clubs
●The committee had continued discussion regarding booster clubs, coaches, and proper operating procedures.

GeoThermal Subcontracts

- The following subcontracts related to the GeoThermal projects were shared and passed along for approval on the consent agenda:
  - ➔ Jefferson - Fowler & Hammer - Change Order 01
  - ➔ Jefferson - Fowler & Hammer - Change Order 03
  - ➔ Jefferson - Mannstedt - Steel
  - ➔ Jefferson - IEA - Asbestos

Review Meeting Minutes

- Meeting minutes for the 9/14/2023 meeting were reviewed and recommended for board approval.

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 September 2023, recommended to move on to the consent agenda
  - ➔ Consent Agenda
    - ◆ Document reflects September 2023, recommended to move on to the board consent agenda
  - ➔ 2023 Budget Analysis recommended to move on to consent agenda
    - ◆ 2023 General Fund revenues as of 6/30/2023 (as of 10/6/2023) are at 99.58% of budget
    - ◆ 2023 General Fund expenditures as of 6/30/2023 (as of 10/6/2023) are at 99.35% of budget
  - ➔ 2024 Budget Analysis recommended to move on to consent agenda
    - ◆ 2024 General Fund revenues as of 9/30/2023 are at 13.80% of budget
    - ◆ 2024 General Fund expenditures as of 9/30/2023 are at 16.61% of budget

COVID-19 Grants

- An updated snapshot of the COVID-19 related grants as of 9/30/2023 was provided and passed along to the consent agenda
- An updated 2024 summary of Finance code 160, 161, and 155 by spending initiative was provided and passed along to the consent agenda

Cash Flow Data

- Cash balance data as of 9/30/2023 was provided for committee members and was forwarded on with the monthly consent agenda to the board.

Reschedule of Future Meeting Dates

- Due to scheduling conflicts, the committee will look into rescheduling several upcoming dates.
  - ➔ January 11, 2024 to be determined
  - ➔ April 11, 2024 to be determined
  - ➔ May 9, 2024 to be determined

Adjournment

- Meeting adjourned at 2:35 pm.