

**Brandywine School District**  
**District Finance Committee**  
Minutes of the Meeting of April 10, 2024

Members Present: Chuck Landry, Matt Auerbach, Ronald Kimbrough, Chris Milionis,  
Jack Vinokur

Members Absent: James Hanby (Chairperson), Victor Ferzetti, John Skrobot III

Other District Representatives Present: Jill Floore-Chief Financial Officer, Lincoln Hohler-Superintendent, Angie Thomas-Manager of Finance

Members of the Public: Willie Pollins

The meeting was called to order by Mr. Landry at 5:12 P.M.

I. Approval of Minutes – March 13, 2024 Meeting

The minutes of the March 13, 2024 meeting were introduced for review and approval.

A motion to approve the minutes as submitted was introduced by Mr. Auerbach; seconded by Mr. Vinokur; Approved unanimously.

II. Monthly Financial Report – March 31, 2024

Ms. Floore led the Committee through the report.

a. Revenue Report

Ms. Floore presented the revenue report. She reported the revenues are very consistent and there were no major changes to report. Ms. Floore explained how the revenue is received for Nutrition. A discussion was held.

b. Operating Unit Expenditure Report

Ms. Floore presented the expenditure report including the remainder of the ESSER funds. All were on track. A conversation was held.

c. Cash Flow

The projected carryover balance for June 30, 2024 is \$6.2 million.

A motion to approve the March 31, 2024 Financial Report subject to audit was introduced by Mr. Vinokur; seconded by Mr. Milionis. Approved unanimously.

### III. Wilmington Learning Collaborative

Ms. Floore explained the WLC budget transfers from the state for Harlan Elementary School. She informed the Committee that Lavina Jones-Davis, Director of Community Engagement and Partnerships, is the BSD liaison for the Wilmington Learning Collaborative. Ms. Floore went through the operational procedures and the funding categories and current funds received for the Wilmington Learning Collaborative. A conversation was held.

### IV. Other Business

#### a. Nutrition

Ms. Floore explained the revenue sources for the Nutrition Department during the review of the March Monthly Financial Report.

#### b. Debt Service

Ms. Floore stated a question was asked about state funds if they are not used. She explained how the process works with getting CN's approval and referendum status. State funds are not necessarily budgeted in the next fiscal year. A discussion was held.

### V. Old Business

Ms. Floore supplied a copy of sample finance committee bylaws and the State of Delaware's guidelines. A discussion was held about initiating Bylaws for the District Finance Committee.

### VI. Public Comment

There was no public comment.

The next DFC Meeting will be on May 8, 2024. The meeting will be held after the May Board Meeting which is early in May on Monday, May 6, 2024. \*\*Note – due to scheduling conflicts it was decided after the meeting the next meeting would be held on Thursday, March 9, 2024.

A motion to adjourn was introduced by Mr. Milionis; seconded by Mr. Vinokur. Approved unanimously.

The meeting was adjourned at 6:18 P.M.

This meeting was held in person with a Zoom option available.

Respectfully submitted by Rebecca Lurty, Finance and Procurement Associate Specialist