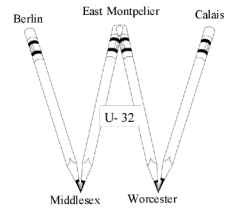


Washington Central Unified Union School District

WCUUSD exists to nurture and inspire in all students the passion, creativity and power to contribute to their local and global communities.

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**WCUUSD Finance Committee
Meeting Agenda
2.10.26
8:30-9:30 AM
Central Office
1130 Gallison Hill Rd.
Montpelier, VT**

Attendees: Melissa Tuller, Susanne Gann, Chris McVeigh, John Boulay (RHR Smith Auditors), Steven Dellinger-Pate, Flor Diaz Smith, Zach Sullivan, Elizabeth Brown, Daniel Keeney

- 1. Call to Order: Flor called the meeting to order at 8:31 am**
- 2. Approve Minutes of 1.13.26: Chris McVeigh motioned to approve the minutes. Zach seconded and the motion passed.**
- 3. Informational Reports**
 - 3.1. Monthly Reflections:** Susanne provided a written memo highlighting some things happening in the finance department. Elizabeth Guthrie left the Accounts Payable Accountant position at the end of December for a position at an Accounting firm in Boston. Elizabeth's departure created an opening, which, fortunately, will be filled by Melissa Tuller, who will transition out of her role as Executive Assistant to the Superintendent and Board. We will be welcoming the new Executive Assistant, Sashly Felix, on February 17th, and anticipate the need for Melissa to do some training before moving fully, but we are excited to be fully staffed again. We were fortunate to have some temporary help with AP in January, but Tom Hamlin has been doing the bulk of the work for the past few weeks. Essential work has been prioritized for completion, but work on some things has been delayed due to the staff shortage. Thank you to Tom for his extra effort and commitment to the District during this time! Calendar year 2025 W-2 Forms for employees and 1099s for vendors were due at the end of January. Patricia completed the employee wage statements, and Tom completed the vendor statements, along with the necessary reports to the IRS. Due to concerns over recent mail service delays, Patricia took the extra effort to deliver W-2s to each of the buildings, instead of mailing them for active employees. This extra effort reduced some employee anxiety and was well-received. Thank you to Patricia for going above and beyond
- 4. Discussion/Action**
 - 4.1. Accept FY 25 Audit Report: Zach Sullivan motioned to recommend that the Board accept the audited financial statements for the Washington Central Unified Union School District for the year ended June 30, 2025 from RHR Smith & Company. Ursula seconded. The motion passed. John Boulay from RHR Smith was in attendance and gave**

an overview of the audit report for WCUUSD. There was some discussion. Flor thanked Susanne and asked her to share with the finance team how grateful we are for all of you! Thank you for delivering a clean audit with no findings. Thank you for your diligence, integrity, and hard work. Thank you, John, for delivering this report to us and for your expertise. We are very proud of our team, and we are grateful to you.

5. Future Agenda Items

5.1. Next Regular Meeting: April 14, 2026

- 6. Adjourn: Zach motioned to adjourn the meeting, and Ursula seconded. The meeting was adjourned by consensus.**