

TCGIS Finance Committee
Minutes: October 17, 2011

Attendees: Annika Fjelstad (School Director), Renee Moelders (Treasurer), Leslie Kasel (BKDA), Christian Engelbrecht (GAI), Michael Dorneich, Colin Kreutziger, Andrew Oxenham and Mary Zellmer-Bruhn.

Meeting called to order at 6:35 p.m.

The September minutes were approved.

Review of September financials

The committee is still working to understand the impact of assigning funds from last fiscal year to this one. It seems one possible negative is that the fund balance is overstated in the year assigned (since the fund balance reduction is not realized until the year the assigned funds are spent). It will be important when measuring fund balance percentage and assessing the health of the fund balance to focus on "preliminary fund balance" vs. total fund balance (see balance sheet of financials).

In October the financials will reflect the working budget and give us a better picture of where we stand.

The committee noted high bank service charges, which Renee will follow up on, and late fees to our copier finance vendor, which Annika and front office staff will work to reverse. iPads were purchased with curriculum funds so they were not reflected under technology spending.

Fund balance policy

Each Fall the committee reviews the fund balance policy in preparation for the state's School Finance Award. The proposed policy follows this report for approval, and any changes have been highlighted. The committee recommends that, due to the increased holdback to 40%, the policy's upper range for targeted fund balance be raised to 40%. The next change, ending in "balance the budget" only clarifies language and is minor. The paragraph beginning "use of assigned funds" is necessary since spending assigned funds may result in a negative net income for the year.

K+ Program / Afterschool Activities

As we have discussed in previous meetings, the K+ program monies must be kept separate from other school funds, as this program does not serve the school as a whole. The committee is reasonably certain that program pricing is close to breakeven for the current school year, with incoming funds covering costs. There is from previous years a fund balance of about 33%.

The committee discussed how these funds could be used. Since afterschool activities also serve only a segment of our population, those funds will also run through Fund 4, same as K+. Annika previewed for the committee how she might use monies for homework clubs, scholarships, and other programs. Annika will bring additional details as available.

The meeting ended at 8:10 pm.

Next meeting: November 14, 2011