

# LMSS FINANCE COMMITTEE

## 11/08/16 Minutes

### CALL TO ORDER

5:43pm

### PRESENT

Tammy, Molly, Tara, Heather (left at 6:45), Amy

### ABSENT

Melissa

### GUESTS

None

### APPROVAL OF NOVEMBER 8, 2016 FINANCE COMMITTEE MEETING AGENDA

Heather Motions to approve November 8, 2016 Finance Committee Meeting Agenda with changes.

Molly 2nd Motion to approve November 8, 2016 Finance Committee Meeting Agenda.

Motion carries 5-0

### APPROVAL OF OCTOBER 12, 2016 FINANCE COMMITTEE MEETING MINUTES:

Tammy Motion to approve October 12, 2016 Finance Committee Meeting Minutes

Molly 2nd Motion to approve October 12, 2016 Finance Committee Meeting Minutes

Motion carries 4-0, Heather abstained

### BANK STATEMENTS

#### REVIEW OCTOBER 2016 BANK STATEMENTS

### DISCUSSION

Jolie is our speech therapist. We paid her at the wrong rate so we will need to cut another check. We will see this in an upcoming month. Joseph McDonald was paid for annual report writing. Outstanding check to Melissa Johnson.

### ACTION ITEMS

Tammy will follow up with Melissa and either reissue the check or hold.

### FINANCIAL STATEMENTS

## REVIEW OCTOBER 2016 FINANCIAL STATEMENTS

### DISCUSSION

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Enrollment is up and new enrollments since the count. This seems to be up from previous years. We also have a senior now. Discussion ensued regarding how the costs of graduation would be covered. Are there other funds that could potentially cover it? Curriculum is over budget due to changes in the state requirements and increased enrollments. Need to make note of this and budget more appropriately in the coming years as this will continue to be a trend. Capital Expenditures was high because of Chrome books and the AP chairs. Instructional support services is lead teacher pay.

### ACTION ITEMS

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Consider calling to see about a template or printing diploma. Changes seen from last month to this month are tracked back to the audit. Everything is good.

## OTHER BUSINESS

### FUND BALANCE POLICY

### DISCUSSION

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We have now met the 25% that the authorizer has suggested so we may need to consider rewriting this policy to meet our new goals.

### ACTION ITEMS

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Group will brainstorm wishes/wants/goals. We need to develop a strategic plan with a goal. Tara to add it to the next agenda. We are looking for goals that are long term and/or recurring goals. We will brainstorm some examples.

## FAMILY APPRECIATION AWARDS

### DISCUSSION

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If people are volunteering they shouldn't be given something. If anything we should consider doing something for them, like a luncheon but need to make sure not to exclude anyone. How would we determine who would be acknowledged? Let's consider having students do something for them such as thank you cards. We all agree that this would be difficult to make equality judgements. If it is something that is happening in the classroom, the students and the teachers should be doing it. If it is something beyond or system wide, ask the board to sign.

### ACTION ITEMS

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## COMMITTEE REPORTS

### DISCUSSION

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Facility: DNM

Personnel: DNM

Technology: Looking in to TVs for the AP Classrooms.

Policy: Met and kicked back Fund Balance to Finance.

PR: Amy will send me email contact at county to continue exploring preschool screening. Amy also suggest play it again sports for shirts. Poll on Facebook, which design do you like best. Choose it. There are too many choices. Narrow it down and make the numbers work. Call Rebecca at the Houston Co 4H Extension office. She will do ECFE programs. Add Amy as Ad Hoc member of PR Committee. Add Molly to the PR as an Ad Hoc member. PR/Marketing Budget is 6300, of which we have spent, 1680.

Curriculum: No Report.

## ACTION ITEMS

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## NEXT MEETING

### SCHEDULED

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12/14/2016 at 12:30pm @ The Hub. Moving to make this mtg early enough to get info to the board in time. Instead 12/9 @ 1:30 at the Hub. January's mtg scheduled for 1/9 @ 5:45pm.

## ADJOURNMENT

Tammy Motions to adjourn Finance Committee Meeting.

Amy 2nd Motion to adjourn Finance Committee Meeting.

Motion carries 4-0

## ADJOURNED

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11/8/16