

Finance Committee Meeting

Tuesday – October 11, 2022

NOTE: This meeting was conducted Via Zoom:

Topic: October 2022 CBOC Meeting

Time: October 11, 2022 03:30 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/84249577989?pwd=ejJmTUtYS211N1cyWVp6ckppOEYodz09>

Meeting ID: 842 4957 7989

Passcode: Zqe4Qu

Attendees (virtual): Michelle Hastie, Dick Riggs, Eric Anderson, Brittany Burslem, Joe Schell, Franny Silcott, Andi Davis

Not in attendance: Jen Scott, Lara Lane, Stacey Alinkoff, Cameron Smith

1. FY22 End of Year Financials

Ms. Hastie is preparing a report on the FY22 end of year financials.

2. 2022-23 Unit Count

Ms. Hastie reported on the 2022-2023 school year unit count.

3. YTD Financial Reports – Michelle

Ms. Hastie provided a report for financial activity from July 2022-September 2022. A summary was provided of revenue and expenditures through September 30. There was discussion around the Board-approved FY23 budget. Revenue is expected to be roughly level to approved budget however expenses are projected to be in excess of approved budget requiring a rebudget. Ms. Burslem and Ms. Hastie will provide a schedule for an updated budget at the October board meeting.

4. PCard transactions

PCard spending for the first quarter was shared with Committee members. No discussion during meeting. Mrs. Burslem will be sending a sample list of PCard purchases with a request for back-up support documentation to explain purchases.

5. Audit – Michelle

Ms. Hastie reported the audit is complete and will be presented by the audit firm at the November board meeting.

6. SY22 CBOC Calendar – Brittany

Mr. Schell suggested updating the meeting schedule to allow for more time to review of reports. The January meeting will need to be rescheduled.

Other discussion:

Next meeting – **January 10, 2023**