

**Meeting Information:**

<b>Meeting Name:</b>	Finance Meeting
<b>Date &amp; Time:</b>	11/9/2017 3:30 PM
<b>Location:</b>	Conference/Board Room
<b>Invitees:</b>	Nathan Schwieters, Eric Williams, Kara Schneeberger, Mandy Sadlo, Jason Fleege, Sara Fromm, Monica Schraut
<b>Attendees:</b>	Doug Millaway, Patrick Michaud

**Meeting Agenda / Objective(s):**

Objective(s)	Upon Debrief: Objective Met?
1) Current Enrollment Numbers - Eric	
2) Check Management Reports and Identify Missing VPR information	
3) Finance Summary	
4) Budget Line Items	
5) ABC update	
6) Important Dates	
7) 403B presentation from Horace Mann – Patrick Michaud	
8) Audit review	
9) School Credit Card -Mandy	
10) Property Update - Eric	
11) Universal Grant Guidelines – Doug Millaway	

**Meeting Minutes:**

1. Current enrollment numbers are at 304 as reported by Eric.
2. There were no Missing VPR's.
3. Kara and Eric have been working on a projected budget for the next 5 years, the enrollment numbers for those 5 years are 374, 416, 459, 501 and 553. The budget for this is year is set to break even.
4. Mandy asked about lunch and how it is billed to STRIDE, Kara explained that lunch will always be a month behind because of the way it is being billed. Discussion was held on the breakfast labor was not charged last month but is now on the current bill.
5. The ABC's next meeting is December 14, 2017 and they are still in need of another member.
6. The Audit will be presented to the board on November 30<sup>th</sup> meeting, UFARS report is due on November 30 and the audit will need to be uploaded by December 15, 2017.

7. Patrick Michaud from Horace Mann presented to the committee on 2 retirement option that STRIDE could offer to their employees to replace the ones that were put in place many years ago. He presented 2 options, the first is the traditional Tax Deferd Annuity and the second was the retirement advantage 403 B7. The second option is very user friendly, has minnimul fees and will be at no cost to STRIDE. Currently STRIDE is paying \$1100 annually. The committee felt very comfortable with options 2 and Patrick will be at the Novemebr 30 board meeting to present this option to the board for approval.
8. There was only one comment in the first draft of the audit and that was that we had not enough collateral on our account. Kara explained that this is not a problem and that the budget will be presented to the board for approval at the November 30 board meeting.
9. Discussion was held on moving from a debit card to a credit card. Will make purchasing easier to track , the school would pay for life lock on the executive director to get the credit card. We will need to wait till the signers on the Venture Bank account goes through. Nathan will work with Mandy to get the Sam’s Club Membership renewed.
10. The land owner group that owns the land to the North of STRIDE proposed a price if STRIDE would be interested in buying the land. At this time there is no need to purchase the land, but keeping the lines of communication open with the land owners will be a good thing for the future.
11. Discussion was held on universal grant guidelines and if STRIDE at the appropriate policies in place. Kara will be working with Doug and Eric to make the policies that STRIDE does have and the procedures are up to date and fit the guidelines. Disucssion was also held on a threshold of signing for purchases by the executive director.

**Decisions:**

1. See notes above
--------------------

**Assigned Action Items (What’s Next?):**

Task	Accountability	Due Date	Date Completed
School Credit Card	Kara, Eric, Mandy	12/14/17	

**What’s Been Accomplished?**

Task	Who Was Responsible?	Due Date	Date Completed



**BOARD OF DIRECTORS  
WORKING GROUP /  
TASK FORCE REPORT**

**Parking Lot / Issues to be Resolved in Future Agendas:**

Date	Issue	Priority	Risk	Notes

**Next Meeting: Thursday, December 14, 2017 room 118 at 3:30PM**