



**Meeting Information:**

|                         |  |
|-------------------------|--|
| <b>Meeting Name:</b>    | Finance Meeting  |
| <b>Date &amp; Time:</b> | 12/13/18 3:15 PM   |
| <b>Location:</b>        | Conference/Board Room  |
| <b>Invitees:</b>        | Nathan Schwieters, Eric Williams, Kara Lundin, Jason Fleege, Sara Fromm, Monica Schraut, Dan Henry, Mara Kramer, Judy Thiesen, Alicia Jeliff |
| <b>Attendees:</b>       |  |

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

| <b>Objective(s)</b>  | <b>Upon Debrief:<br/>Objective Met?</b> |
|--|---|
| 1) Current Enrollment Numbers - Eric                             |   |
| 2) Check Management Reports and Identify Missing VPR information |   |
| 3) Finance Summary   |   |
| 4) Budget Line Items   |   |
| 5) ABC update - Monica   |   |
| 6) Important Dates – Eric, Kara, Mara                            |   |
| 7) Group Health Policy - Eric                                    |   |
| 8) Attendance Incentive Policy - Eric                            |   |
| 9) Employee Time Off Policy - Eric                               |   |
| 10) Prepare Summary of Facts for Long-Term Plan - Eric           |   |
| 11) Eliminate Finken Water Contract - Nathan                     |   |

**Meeting Minutes:**

1. 49 – K, 49 – 1, 57 – 2, 66 – 3, 48 – 4, 48 – 5, 42 – 6 for a total of 359. Our ADM is currently at 364 and goal is 360 for bond holders.
2. No missing VPR's found
3. No questions were found for the summary
4. No budget line items that raised questions found
5. Neil Theisen has been added to the ABC board
6. Dec. 15 – Kindergarten Lottery opens up, Dec. 18 – conference call with bond holders (Eric, Nathan, Kara and Diane will be on the call), The week of Dec. 24 – Front entrance door construction to begin that is being paid for from the safety grant.



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

- 7. Finance Committee approves for the policy to be brought back to the policy committee to be presented to the board with the changes to the 30-35 hours written in to replace under 36 hours.
- 8. Finance Committee approves the policy to be brought back to the policy committee to be presented to the board with increment dollar amounts be put in place for incentives.
- 9. Finance Committee approves the policy to be brought back to the policy committee to be presented to the board with the wording of accruing pto to be consistent with the Staff and Employee Handbook.
- 10. Tabled till more committee members can be present for discussion.
- 11. Nathan brought up the elimination of the Finken Water contract, STRIDE already pays for filtered water in the water fountains and has a bottle filling station in the water fountain. The cost each month for Finken water service is \$88. Eric will work on eliminating this contract to have a saving for the school.

**Decisions:**

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

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

| Task | Accountability | Due Date | Date Completed |
|------|----------------|----------|----------------|
|      |                |          |                |
|      |                |          |                |
|      |                |          |                |
|      |                |          |                |

**What's Been Accomplished?**

| Task | Who Was Responsible? | Due Date | Date Completed |
|------|----------------------|----------|----------------|
|      |                      |          |                |

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

| Date | Issue | Priority | Risk | Notes |
|------|-------|----------|------|-------|
|      |       |          |      |       |
|      |       |          |      |       |
|      |       |          |      |       |

**Next Meeting: Jan. 17, 2019 at 3:15PM**