

FINANCE COMMITTEE MEETING
MINUTES
January 16, 2018
6:00 pm

Meeting began at 6:00 pm

Present: Randy Clark, Laura Hewitt, Tony Abbate, Melissa Baker, Amy Dagenhardt, Terri Papanastasopolous

Public Comments

There were none

New Business

The following items were discussed at the above referenced meeting:

- AP and Payroll Check signers
 - Discussed changing the check signer on the accounts payable and payroll checks
 - This change would remove the board members as signers and make the Asst. Superintendent of Business and Finance the signer and be consistent with other check such as Student Activity and Bond checks
 - Changing check signers every year after the organizational meeting for the newly elected Treasurer and Secretary is problematic for a number of reasons
 - There is a \$300 cost involved in changing the electronic form(elf) for each of the checks each year
 - The process is lengthy to switch over the signatures between the financial software and the bank
 - The signatures are not a security measure on the checks, the District has in place other security measures that we use in relationship with the bank for our checks such as Positive Pay
- Other
 - Discussed policy language for the upcoming board meeting regarding Budget Amendment #1 and the Fund Balance policy

Public Comments

There were none

Meeting adjourned at 6:40 pm