

Math and Science Academy Affiliated Building Company

Meeting Minutes

May 4, 2023, 8:00 a.m.

Attendees:

Jenny Abbs, Kate Hinton, Joell Pundsack, Wendell Sletten, Denise Spiess, Randy Vetsch

ABC Review of Funding

Because of the new members on the ABC, a review of how funding works was communicated:

- Pay school's rent every month for the building lease to the Building Company. This goes into trust accounts. These accounts are reconciled every month:
 - Revenue fund (first)
 - From the revenue fund it is transferred out
 - Where does it go?
 - Bond fund (used to pay back the bondholders; get paid twice per year)
 - Repair and replacement (available for the Building Company to use on capital maintenance)
 - Capital maintenance can be used on anything that stays with the building, such as repaving parking lot, HVAC, etc. The school will need to purchase the item first and then be reimbursed.
 - Expense fund
 - MSA's money for ongoing expense. Uses are for paying the auditor. Building Company receives a separate bill from the auditor. Any fees for the Building Company would be from the expense fund.
 - Reserve Fund
 - These funds cannot be used. A certain amount needs to stay in the reserve fund. This is the last bond payment that will sit for 30 years. It does gain interest.

Financials

Review of the financials:

- Assets are cash
- Checking account can be used for anything and is easily accessible
- Expense of \$49,000 is for the owner's rep and other consulting fees
- \$141,818 leave and wait for bonding
- Revenue interest – bonding and better than last year
- Repair and Replacement - \$99,000

- The amount in Repair and Replacement is not a lot. Only \$3,500 is being added each month.

990 Form

- Every property entity must submit a 990 Form to the IRS.
- No taxes are owed on a 990 Form

Action Items

Property updates:

- Building A
 - Room 6
 - Room “The Cave”
- Building B
 - 2nd floor office will be expanded into a larger room
 - Bids for an 2nd floor office on the other end of the hallways
- Building C
 - Conference Room in in lobby area
- Parking lot pavement - fill in potholes and repair

Bids of the building updates will be brought to the next ABC meeting on June 8.

Next Meeting

June 8, 2023 at 8:00 a.m.