

**Finance Committee Notes**  
**August 8, 2016**  
**4:30 p.m.**

In Attendance: Amanda Stout, John Gawarecki, Romelle Pornschoegl, Judith Darling and Mona Hayashi

Absent: Shannon Froberg and Marsha Bunge

1. John received three quotes for building cleaning from Vanguard, Coverall and Heits. Heits is our current provider. The monthly rates for Vanguard is \$4,600, Coverall is \$3,974 and Heits is \$5,455. The finance committee was happy with all quotes but suggested John followup on a couple references before proceeding and make a selection. Judith may assist, if any of the reference involve charter schools.
2. The finance committee approved a \$1,200 stipend (professional development) for Staff Reading Curriculum. This team will lead the staff in the development of non-fiction reading. There are currently four teachers interested in leading this program and they are Maggie Burggraaff, Teresa Ward, Tom Johnston and Cheri Howe. The \$1,200 would be split among the lead teachers.
3. Judith reviewed the Organizational Meeting Annual Delegations with the finance committee and will bring these items to the board meeting on August 15th. John will add this item to the agenda.
4. Judith reviewed the June Financial Statements and supporting documents. The finance committee reviewed the recap for year end and approved the wording to be presented to the board.
5. Update Bank Signers - Joyce Lawrence was removed from the bank accounts. Currently, John and Mona are signers. A third person should be added as a signer, it should most likely be Amanda Stout, Finance Clerk or Tim Tydlacka, Board Chair. This will also be brought up at the August board meeting as it is an item included #3 above. The finance committee recommends the Amanda be the third signer as she is an all year around employee and available during the summer months.
6. Next meeting is scheduled for September 12th at 4:30 building B, Room 103.