

Finance Committee Meeting Notes
February 1, 2016
4:30 p.m.

In attendance: John G. Judith Darling, Marsha Bundy, Joyce Lawrence, Shannon Froberg and
Mona Hayashi
Absent: Joell Pundsack

1. Strategic Plan - Reviewed and Updated. **Under Vision:** change at least five years - until 2018. **Under Challenges:** The sentence - If future State funding does not increase sufficiently, and if alternative sources of funding are not found, eventually, the school's facilities will not be able to hold enough students to balance its budgets - should be bold print. Remove last sentence - The intimacy of a small school will be lost. No changes under Sources. **Under Goal:** Ensure that each yearly budget results in a surplus or a planned deficit. If there is an unplanned deficit, then a plan must be in place to ensure that the issues causing the deficit are resolved.
2. Marsha discussed/reviewed the Pars: Semi-annual Certificates and Caps/Binders. Marsha wanted the finance committee to know where these binders were in case they were needed in her absence. Judith/Marsha wanted to speak with Mandy at Beltz, Kes, Darling and Assoc. to determine if all EA's need to be listed or only a sampling per the auditor.
3. Activities Budget - Shannon presented the possible activities budget for next year. We asked Shannon to give us time spent by each advisor, per activity. This will be presented at the March meeting, for further discussion.
4. John did a quick training on Google Docs.
5. Justin requested the MSA hold a laptop hard drive fundraiser in the near future, to improve the functionality/speed of the computer and extend the battery life. John and Mona planned to attend the Tech Committee meeting on Wednesday, February 3rd for clarification.
6. Judith brought the 990 tax forms for the Building Company for John to sign and present to the Board of Directors on Monday, February 8th. No financial statements were presented to the finance committee due to the fact that the finance committee meeting was too early in the month.
7. Next meeting March 14, 2016 at 4:30 p.m.