

BFCCPS Finance Committee
Meeting Minutes
11/6/14

Attendees: Jerry Cimmino, Heather Zolnowski, Jennifer Powell, Don Tappin, Matthew Dunlap, Joe Perna, Crossan Barnes, Pat Fairbanks, Beth O'Toole, Tom Pacheco

8:03am meeting began

Administrative Matters

- October meeting minutes were approved
- Tom Pacheco was introduced as a new member to the Finance Committee

Discussion of Financial Statements

- Jennifer confirmed that there are no tuition changes at this time and that it will be a little longer until the new rate for the school year will be available.
- Heather noted that the Band line item had revenue and expense increased, this was due to a donation specifically for the Band program
- Jennifer noted that she will add in the Marketing Coordinator position to the payroll line item for next month's financial statements.
- Jerry inquired about the higher than expected expense for the Teacher Workshop line item. Heather explained this was due to higher than usual attendance for these workshops.
- It was explained that the Latin expense line item increased due to the purchase of new textbooks.
- Jerry inquired about items that are included in the Technology line item. Jennifer noted that she will look into new WiFi equipment that was added recently to see if a capital adjustment needs to be made for this.
- Jennifer discussed a reclass that was made for \$1,402 between "Board Expense" and "Expansion-related Costs". She also confirmed that the first legal invoice for "Expansion-related Costs" was received recently.

Other Administrative Matters

- For Fiscal Policy #207 the proposed amendments were discussed:
 - "Business Manager" wording change throughout the entire Fiscal Policy and Procedure document
 - Change "Right Networks" and "Dropbox" in Policy #207 wording to general terminology
 - After changes have been made the changes need to go to Governance Committee for approval

8:24am meeting adjourned