

Addison Northwest School District

Finance Subcommittee Meeting

Thursday, November 30, 2017

ANWSD Central Office

Minutes

In attendance: JoAn Canning, Laurie Childers, Chris Cousineau, Mark Koenig, John Stroup, Elizabeth Atkins, and Greg Burdick

- The meeting was called to order at 4:00pm.
- No public communication.
- Report from Greg Burdick, Treasurer
 - Good systems, improving at margins
 - Agreed that Treasurer would meet again with full board at Annual Meeting on Feb. 26th, then one more time with Finance Subcommittee before end of FY18.

Treasurer left meeting.

- Reviewed System for Monitoring Monthly Bills: Continue monthly review, but will not ask business office staff to hold all monthly bills. Instead, ask for random sample prior to review.
- Agreed Finance Committee will meet every other month.
- Superintendent agreed to consider in FY19 Budget.
 - Funds to provide teacher luncheon/breakfast/other for teacher appreciation day. These were previously included in some, but not all, individual school district budgets.
 - A line item to support the cost of volunteer background checks & fingerprinting. (May require an administrative procedure to be written.)
- Business manager proposed changes to Board policies F20 and F21.
- Discussion of FY19 Budget included goal of presenting simplified expense/revenue budget with option to review detailed budget by request or District website.

Meeting adjourned at 5:03pm.

Respectfully submitted,

John Stroup

Clerk, ANWSD Finance Subcommittee