



Finance Committee Minutes
February 8th, 2021
3:00 Google Hangout Meet
Approved

Due to the declared health pandemic and the declared state of emergency and pursuant to Minnesota Statute 13D.021, until further notice, all NSCS Finance Committee meetings will be held by teleconference or other electronic means. In accordance with Minnesota Statutes 13D.021, members of the public are not permitted to attend this meeting due to the current health pandemic. The public is encouraged to watch this meeting online at <https://youtu.be/iKlt9VcWLZs>

NSCS Mission: North Shore Community School excels in connecting our students' academics and learning with their natural and social environments in a nurturing community setting.

The purpose of the Finance Committee is to support the school mission through responsible fiscal management, guidance, and recommendations related to the **financial** interests and operations of the district. NSCS Board adopted on December 16, 2019 (reviewed October 26, 2020).

Call to order: 3:02

Members Present: Linda Johnson, John D Doberstein, John M Dover, Jaron Larson, Shelly Pierson, Shane Stolp
Secretary: Nikki Carpenter
Ex Officio: Mike Pocrnich

- I. Approve January 11, 2021 minutes (Motion to approve by Larson seconded by Dover: Johnson, Aye; Doberstein, Aye; Dover, Aye; Larson, Aye; Pierson, Aye; Stolp, Aye)
- II. Approve February 8, 2021 agenda (Motion to approve with the addition of item K. by Johnson seconded by Larson Dover: Johnson, Aye; Doberstein, Aye; Dover, Aye; Larson, Aye; Pierson, Aye; Stolp, Aye)

III. Old Business

- A. Payment Protection Program (PPP) Loan
 1. The school applied for and received a PPP Loan in the amount of \$419,287.50. This loan will be used for payroll over the next 24 weeks. When the loan proceeds have been used the school will apply for loan forgiveness.
- B. 2020-2021 Salary Freeze
 1. Recommendation from Finance Committee to unfreeze salaries and move staff up a step and to restart the salary task force within the next 60 days. (Motion to approve by Stolp seconded by Dover: Johnson, Aye; Doberstein, Aye; Dover, Aye; Larson, Aye; Pierson, Aye; Stolp, Aye)
- C. 2021-2022 Budget Process and Salary Schedules
 1. The budget process is starting for next school year.

IV. New Business

- A. Current k-6 student enrollment 350
- B. Acknowledge receipt of January 2021 Financial Statement.

- C. Recommendation from the Finance Committee to approve January operating receipts for \$ 724,394.02. (Motion to approve by Stolp seconded by Johnson: Johnson, Aye; Doberstein, Aye; Dover, Aye; Larson, Aye; Pierson, Aye; Stolp, Aye)
- D. Recommendation from the Finance Committee to approve January checks 14,102 to 14,141 in the amount of \$ 124,782.01. (Motion to approve by Dover seconded by Doberstein: Johnson, Aye; Doberstein, Aye; Dover, Aye; Larson, Aye; Pierson, Aye; Stolp, Aye)
- E. Recommendation from the Finance Committee to approve January EFT payroll, BCBS, FSA (Food Service of America), H S A and bank service charge transactions in the amount of \$ 232,628. (Motion to approve by Stolp seconded by Dover: Johnson, Aye; Doberstein, Aye; Dover, Aye; Larson, Aye; Pierson, Aye; Stolp, Aye)
- F. Recommendation from the Finance Committee to approve January credit card transactions in the amount of \$ 13,147.51. (Motion to approve by Johnson seconded by Larson: Johnson, Aye; Doberstein, Aye; Dover, Aye; Larson, Aye; Pierson, Aye; Stolp, Aye)
- G. Recommendation from the Finance Committee to approve January Scrip disbursements in the amount of \$734.63. (Motion to approve by Doberstein seconded by Dover: Johnson, Aye; Doberstein, Aye; Dover, Aye; Larson, Aye; Pierson, Aye; Stolp, Aye)
- H. Recommendation from the Finance Committee to approve January Scrip receipts in the amount of \$ 56.80. (Motion to approve by Johnson seconded by Larson: Johnson, Aye; Doberstein, Aye; Dover, Aye; Larson, Aye; Pierson, Aye; Stolp, Aye)
- I. Recommendation from the Finance Committee to approve January 2020 journal entries. (Motion to approve by Doberstein seconded by Johnson: Johnson, Aye; Doberstein, Aye; Dover, Aye; Larson, Aye; Pierson, Aye; Stolp, Aye)
- J. Recommendation from the Finance Committee to approve January 2021 general checking and Scrip accounts. (Motion to approve by Stolp seconded by Larson: Johnson, Aye; Doberstein, Aye; Dover, Aye; Larson, Aye; Pierson, Aye; Stolp, Aye)
- K. The mandatory health insurance bid process has started per Policy 715 Health Insurance Bid Selection.

Committee reflection-Thankful for Larson, Pocrnich and Stolp for their perspective and knowledge of Finance and Business helping committee with fiscal responsibility. Great congregation on budget and PPP loan. Productive meeting

V. Motion to adjourn 3:49

The next Finance Committee Meeting Wednesday, March 17th 2021 at 3:00.