



Finance Committee Minutes
April 19, 2021
3:00 Google Hangout Meet
Pending Approval

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/ZRXwj4yVPWg>

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:

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 March 17, 2021 minutes (Motion to approve by Dover seconded by Stolp: Johnson, Aye; Doberstein, Aye; Dover, Aye; Larson, absent; Pierson, Aye; Stolp, Aye)
- II. Approve April 19, 2021 agenda (Motion to approve by Stolp seconded by Dover: Johnson, Aye; Doberstein, Aye; Dover, Aye; Larson, absent; Pierson, Aye; Stolp, Aye)
- III. Old Business
 - A. 2021-2022 Budget Process and Salary Schedules
 - B. Salary Benefits Task Force Update- Shelly will send out a survey to find out when to set up the next meeting to all task force members.
 - C. Online Fee Pay options for parents. The Business option will look into other online options; Square Cash, Bright Wheel, North Shore Bank of Commerce and SchoolPay. No new information at this time.
- IV. New Business
 - A. Current k-6 student enrollment 356
 - B. Acknowledge receipt of March 2021 Financial Statement.
 - C. Recommendation from the Finance Committee to approve March operating receipts in the amount of \$ 339,256.83. (Motion to approve by Johnson seconded by Stolp: Johnson, Aye; Doberstein, Aye; Dover, Aye; Larson, absent; Pierson, Aye; Stolp, Aye)

- D. Recommendation from the Finance Committee to approve March checks 14,186-14,229 in the amount of \$ 136,389.10. (Motion to approve by Doberstein seconded by Stolp: Johnson, Aye; Doberstein, Aye; Dover, Aye; Larson, absent; Pierson, Aye; Stolp, Aye)
 - E. Recommendation from the Finance Committee to approve March EFT payroll, BCBS, FSA (Food Service of America), H S A and bank service charge transactions in the amount of \$261,034.56. (Motion to approve by Johnson seconded by Dover: Johnson, Aye; Doberstein, Aye; Dover, Aye; Larson, absent; Pierson, Aye; Stolp, Aye)
 - F. Recommendation from the Finance Committee to approve March credit card transactions in the amount of \$ 2,630.76. (Motion to approve by Stolp seconded by Pierson: Johnson, Aye; Doberstein, Aye; Dover, Aye; Larson, absent; Pierson, Aye; Stolp, Aye)
 - G. Recommendation from the Finance Committee to approve March Scrip disbursements in the amount of \$ 2,645.97. (Motion to approve by Pierson seconded by Doberstein: Johnson, Aye; Doberstein, Aye; Dover, Aye; Larson, absent; Pierson, Aye; Stolp, Aye)
 - H. Recommendation from the Finance Committee to approve March Scrip receipts in the amount of \$ 5,715.98. (Motion to approve by Johnson seconded by Pierson: Johnson, Aye; Doberstein, Aye; Dover, Aye; Larson, absent; Pierson, Aye; Stolp, Aye)
 - I. Recommendation from the Finance Committee to approve March 2021 journal entries. (Motion to approve by Johnson seconded by Stolp: Johnson, Aye; Doberstein, Aye; Dover, Aye; Larson, absent; Pierson, Aye; Stolp, Aye)
 - J. Recommendation from the Finance Committee to approve March 2021 general checking and Scrip accounts bank reconciliations. (Motion to approve by Pierson seconded by Johnson: Johnson, Aye; Doberstein, Aye; Dover, Aye; Larson, absent; Pierson, Aye; Stolp, Aye)
 - K. Increasing Flex Days value discussion- Shelly, Nikki and Mike will explore increasing the amount for Flex Days for all staff in the 21-22 budget.
- V. Committee reflection- Great conversation, discussion and information. Thanks to Mike for the financials, Shane for his insightful questions and Shelly for her commitment to the school and her recruitment efforts with enrollment next year and staffing. Happy the projected budget is positive which allows us as a committee to have discussions on the needs of the school and the staff.
- VI. Motion to adjourn at 3:46 Motion to approve by Johnson seconded by Pierson: Johnson, Aye; Doberstein, Aye; Dover, Aye; Larson, absent; Pierson, Aye; Stolp, Aye)

The next Finance Committee Meeting Monday, May 17, 2021 at 3:00.