

Finance Committee of the Board of Directors

Minnesota Transition Charter Schools

March 20, 2018 Meeting Minutes

1. Call to order at 5:02 pm on March 20, 2018

2. Roll Call: Martin Lukaszewski, Finance Committee Chair - present; Becky Jutunen, member - present ; Aden Hussein, member - absent; Dustin Reeves & Christina Wordes - BKDA representatives - present; Denny Carlson, Co-Superintendent - absent; Keith Lester Co-Superintendent - absent; Visitors: Erin Schurman

(For identification purposes. Expected attendance should include BKDA and, when requested the Superintendent. This committee is providing a recommendation to the full board of directors. Other board members may be present at this meeting, be recognized by the director of the Finance Committee, but will not have voting privileges to recommend.)

3. Approval of Recent Committee Minutes - Approved 2-0

A document containing all prior board minutes was presented for acceptance and posting on the MTCS Board of Directors page of the organization's web site. This includes minutes from the December 2017 Finance Committee meeting.

4. Tabled Items from Previous Meetings - None

5. Approval of Agenda - Approved 2-0

6. Finance Report - Approved 2-0

Issues discussed include budget adjustments needed. ADM numbers are currently off by ten students. Accounts in posting areas 370 and 555 were questioned. Dustin to resolve issues and comment on these at the board meeting.

7. New Business

- a. Cady Building Maintenance Contract - Recommended for Approval 2-0 (Jutunen, Lukaszewski)
 - Current vendor contract was not being satisfactorily met. Issues included staff sleeping on the job, reports of theft, background checks not completed and staff not identifiable (uniform).
 - Additional expenditures were occurring which included consumables needing to be obtained from third party (Cintas).
 - Cady contract approximately \$50K higher, but they will supply consumables.
 - Notice of termination to be given April 15 to current vendor. Cady will begin June 15 with summer cleaning schedule.
- b. Minnehaha Center Amended Lease
Presentation by Superintendent Carlson moved to March 22 Board of Directors Meeting
- c. Financial Company for 2018-2019 School Year
Presentation by Superintendent Carlson moved to March 22 Board of Directors Meeting

8. Adjournment at 6:04 pm on March 20, 2018