



# Elgin Math & Science Academy

## Finance Committee Meeting--Remote

---

### Date and Time

Tuesday April 13, 2021 at 8:00 AM CDT

### Location

<http://https://zoom.us/j/95693775063?pwd=Nm50bjFmR3M2cyt4c2pHZ1pITHJ1QT09>

Meeting ID: 956 9377 5063

Passcode: EMSA

One tap mobile

+13126266799,,95693775063#,,,,\*705920# US (Chicago)

+19292056099,,95693775063#,,,,\*705920# US (New York)

Dial by your location

+1 312 626 6799 US (Chicago)

+1 929 205 6099 US (New York)

+1 301 715 8592 US (Washington DC)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 669 900 6833 US (San Jose)

Meeting ID: 956 9377 5063

Passcode: 705920

---

### Agenda

	Purpose	Presenter	Time
<b>I. Opening Items</b>			<b>8:00 AM</b>
Opening Items			
<b>A. Record Attendance and Guests</b>	Discuss	Adam Gray	1 m
<b>B. Call the Meeting to Order</b>	Discuss	Adam Gray	1 m
<b>C. Approve Minutes</b>	Approve Minutes	Adam Gray	1 m
Approve minutes for Monthly EMSA Finance Com Mtg--Remote on March 16, 2021			
<b>D. Approve Minutes</b>	Approve Minutes	Adam Gray	1 m
Approve minutes for Finance Committee Meeting on February 16, 2021			

	Purpose	Presenter	Time
<b>II. Interim Financial Statements, General COO Report</b>			<b>8:04 AM</b>
<b>A. Review of Monthly Financial Statements</b> Review of March 31, 2021 Financial Reports.	Discuss	Tina Maue	30 m
<b>B. General COO Report</b> Areas of concentration for COO with financial implications for FY21 Budget, and/or Gym Middle School Capital Project	Discuss	Dan Alexander	10 m
1. Budget Process timeline (as discussed and agreed with Shanan Egger)			
4/19 - EAB Internal Preparation: Shanan, Tina, Douglas			
4/26 - Shanan, Lezlie, Dan			
5/3 - Shanan, Tina, Lezlie, Dan, Kerry, others as needed			
5/10 - Draft 1 WIP - Finance Committee, incorporate changes			
5/20 - Draft 2 WIP - post Finance Committee review w/Board, incorporate Board changes			
post presentation			
6/14 - Draft 3 WIP - incorporate Board direction, review with FC, FC recommends to Board			
6/17 - Final review by Board			
2. Cleaning service change. PME hired through competitive RFP process @\$3800/month for 5 nights cleaning.			
3. E-rate decision made through bidding for Category 2 items. Current Technologies selected for Category 2 items.			
<b>III. CONSTRUCTION and FINANCING</b>			<b>8:44 AM</b>
<b>A. Middle School Project: COO Report</b> Construction is on schedule and continues to track well under budget for defined scope of Gym Project plus Warm, Safe, and Dry.	Vote	Dan Alexander	30 m
See attached COO Report, Budget Tracking Report.			
Recommendations to set aside funds for Neil Building roof/gutters, Neil Building intercom/clock system, and Art Barn sewer connection. Because these are out of Scope for the Gym/Middle School project, it's going to Finance and Master Planning Committees for recommendations, and Board for approval.			
<b>IV. TRACKING ITEMS</b>			<b>9:14 AM</b>
<b>A. Enrollment, FRL, English Learners, Special Ed Numbers</b>	FYI	Lezlie Fuhr	1 m
<b>B. Financial Policies</b>	Discuss	Keith Rauschenberger & EAB	1 m
<b>C. Finance Committee Goals</b>	Discuss	Kerry Kelly	1 m
<b>V. Other Business</b>			<b>9:17 AM</b>
<b>A. Next meeting(s)</b>	Discuss	Kerry Kelly	2 m

	<b>Purpose</b>	<b>Presenter</b>	<b>Time</b>
The next meeting of the Finance Committee will be held on Tuesday, May 11th.			

**VI. Closing Items**

**9:19 AM**

<b>A. Adjourn Meeting</b>	Vote	Adam Gray	1 m
---------------------------	------	-----------	-----