

International School of Louisiana Board of Trustees

Minutes

Finance Committee Meeting

Date and Time

Tuesday August 16, 2016 at 5:30 PM

Location

Camp St. Library

Committee Members Present

D. Drucker, M. Tennyson

Committee Members Absent

D. Bordson-Bozzo

Guests Present

Emily Thomas, H. Rodgers iv, L. Muetzel, Mike Dunn

I. Opening Items**A. Record Attendance and Guests****B. Call the Meeting to Order**

D. Drucker called a meeting of the Finance Committee of International School of Louisiana Board of Trustees to order on Tuesday Aug 16, 2016 at 5:30 PM.

II. Finance**A. 2016 2nd QTR Financials**

Administration responded to questions regarding: operating cash, allowance for doubtful accounts, accuracy of liability accounts, and variances in budget to actual.

B. HOS Credit Card Statements

HOS credit card charges appear to be within in normal parameters.

C.

Finance Department Updates

Administration provided updates regarding upcoming audits, current staffing in the department, corrective procedures for timely reconciliations.

D. Plan Agenda for next meeting

Committee agreed to agenda for September Finance Meeting. Committee will review July financial statements and discuss changes to board financial policies.

III. Closing Items

A. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:28 PM.

Respectfully Submitted,

D. Drucker