

# International School of Louisiana Board of Trustees

## Minutes

### Finance Committee Meeting

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**Date and Time**

Tuesday August 16, 2016 at 5:30 PM

**Location**

Camp St. Library

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**Committee Members Present**

D. Drucker, M. Tennyson

**Committee Members Absent**

D. Bordson-Bozzo

**Guests Present**

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

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**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