

## LTCS Finance Committee Meeting Minutes

4.22.2020; 11:30am - noon

Esther, Todd, Melissa, Jennifer, and Celesta (conference call between all parties)

(605) 313-5634; Access code: 257939#

### Old Action items:

- Melissa discussed virtual classroom platforms with Scott -decided using Google best (vs Zoom).
- Melissa sent board approval to bank for credit card increase -unable to confirm with Synovous.
- Board approval on a static budget -budget in limbo until state decides on funding. Static budget can be discussed at next board meeting but secondary to current state limitations, guidance, and deadlines.
- Jennifer contacted FCBOE on quotes but no response due to CV19. LTCS is proceeding with outdoor work (waiting on contractor to return calls). Note: work must be invoiced by 6.30.2020.
- Grants may be affected because building closed (grants for driers, water fountain filtration, and wheelchair ramp). Prior ordered sanitation stations paid for but may not arrive until well after May.

### New Business:

- Continue working on budget & provide budget to actual monthly
- Budget to be developed with funding cuts in mind.
- Continue working on estimated pay schedule.
- Continue working on utilizing grant money prior to 6.30.2020, as required
- Discussed issues/effectiveness of working remotely (AP, payroll, etc)
- Discussed plan for packing up classrooms for summer (returning Rx, returning student belongings, etc)

### New Action Items:

- Ongoing item - All attendees are asked to develop financials goals (measurable, attainable, and for the betterment of the educational environment of the school).
- Jennifer to reach back to FCBOE on work at the building.
- Esther to reach out the Synovus on credit card limit status (\$1k to \$10k)
- Jennifer and Melissa to pursue opportunities to use current grants/obtain new grants
- Celesta and Melissa to continue working on budget with reductions in mind (including pay schedules)
- Next meeting on 5/13/20 at 11:30am. Esther to reschedule, if necessary, pending May board meeting

12:10 – meeting adjourned