

FINANCE COMMITTEE MEETING

Minutes

DATE: July 18, 2017

MEETING TIMES: 7:30am-8:30am

LOCATION: 6601 Franklin Ave.

TYPE: Regular

Present: Joe Neary, Elizabeth Ostberg, Aaron Ready, Wayne Westerfield

Absent:

Look into other options for accounting in case we need a back up
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New audit procedures: Aaron says this is fine. All the additional procedures are pieces that we are already doing.
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Next week will close the 2016-17 school year and give us soft draft First week in August start with new chart of accounts August 22nd Finance Committee: will have an end of year report
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Budget submission on track

Complete our reports in time for the board meeting
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Run general ledger so we can see what has been spent on start up and what hasn't <ul style="list-style-type: none">• Date is based on the date on the invoice NOT the date on the check• This is going to include all checks, everything in coupa, and all the credit card expense

Elizabeth and Shane will need to go through the GL and our spreadsheets to determine where we ended up with pre-July 1st start up funding

NEED TO REVIEW THE LAST CREDIT CARD BILL TO SEE WHERE THOSE EXPENSES FALL

Medicaid stuff-- FirstLine is going to start now
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Coupa

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| <ul style="list-style-type: none">• Get logins for new Raven and Ashley• Chain of approval - Neil on chain for CC, Elizabeth ultimate approver |
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Schedule meeting with auditor-- fill out questionnaires
