

**Duluth Public Schools Academy
Finance Committee Meeting Minutes
Join Zoom Meeting**

<https://us02web.zoom.us/j/85398404095?pwd=SW11b0ZZaHBpVFNWLOpHclJKaFZwZz09>

Meeting ID: 853 9840 4095

Passcode: 251133

February 22, 2021

Present: Amanda Bruggman, Ryan Goldberg, Hillary Hodgman, Drew Steile, Andrew Richey, Dave Spoelhof

Administration: Bonnie Jorgenson, Tim Golden, Serina Modec-Halverson, Steve Lindberg, Paul Goossens

Public: None

Excused Absent:

Called to order: 5:31 pm

Five Year Facilities Plan Overview: Spreadsheet in board folder gives an idea of how much money needed for maintenance over 5 yrs. roof, windows, driveway, Snowflake project, e.g. Paul reviewed Snowflake plans, construction starts this spring. Raleigh facility upkeep cost is a future concern for the board.

Review Policy 700-8 Finance Committee:

Annual review of finance committee function.

FY21 Budget Review:

Cash Flow Review: In/Out both down due to normal variations, timing.

Local receivables: delete "prior year"

DCOH stable @ 121.

Health Care: no significant change, claims currently low.

Treasurer's Report: Nothing unusual.

Expiration of Federal COVID Sick Leave: Does the Board want to provide more DPSPA Forgive time? Discussion points, cost, tax credit and staff options See DECS COVID Leave Options in Board Folder

Committee recommends to board the 80 hr option, before using 5 hrs personal time.

Committee Motion to the Board: Motion for creation of DPSPA Board provided 80 hours of COVID sick time and associated criteria, back dated to begin January 1, 2021 and end June 30, 2021.

Proposed Changes to Director of Business Services job description

Request approval: document approved as submitted, recommended to board.

Committee Motion to the Board: The Board approves the changes to the Director of Business Services job description, as submitted.

Federal Appropriations Act Allows Carryover of FSA Dollars: Should we amend our plan to allow?

Committee recommends to the board that we allow carryover of FSA dollars.

Committee Motion to the Board: Motion to amend the DPSA FSA plan to allow carryover of benefit dollars and participant changes to contributions in accordance with changes allowed in the Consolidated Appropriations Act of 2021.

Lines of Credit: On Executive agenda due to timing of info from bank

Document from bank pending. Kristin Grill will read as motion to board tomorrow.

Bank Signatory: Update for new Officers

Next Meeting: Monday, March 22

Adjourned: 6:36 p.m.

Respectfully submitted,

Gerard "Dave" Spoelhof, Treasurer