



## **MFCS Finance Committee Meeting**

Monday, Nov 14 @8:45am

@ Mill Falls, Manchester, NH

### **Finance Committee Minutes**

#### **1: Attendance**

**Present:** Martin, DePasse, Roberge, Levin

#### **2: Approval of Oct. Meeting Minutes**

**Motion:** Martin approved minutes from Oct; DePasse seconded.

**Vote:** Unanimous.

#### **4. Budget to Actual & Quarterly Reporting**

The Committee discussed the record keeping adjustment in QuickBooks being implemented to show the rent reduction as part of the 5<sup>th</sup> year agreement in our lease. The Committee agreed that the collapsed version of the Budget to Actual is ready to send to the full Board in advance of the Board Meeting this week.

#### **5. Review of Request to Fund part-time Kinder Classroom Assistant**

Proposal reads well. Committee discussed the need to plan/budget for this position next year as well, in case it is needed again.

#### **6. Brief Audit Update**

No word yet on a completion date.

#### **7. Brief Review of SpEd Reimbursement Status**

Reimbursement going smoothly and timely thus far. Levin is going to continue to work with the Special Educators to make their reporting easier for Levin to work with in the billing prep.

#### **8. Brief Review of Unemployment Claim**

Levin shared that following the appeal hearing, the NH Employment Security Office has now reversed their decision on Lawton's claim. MFCS is now responsible for 70% of his unemployment claim; Polaris and Founders are also responsible though on a lower scale since he most recently worked at MFCS.

Levin shared that a staff member from the Employment Security Office has offered to speak with the Committee regarding the pros and cons related to being a reimbursement organizations vs. contributor into the state unemployment fund. Martin asked that we figure out how to calculate the risk going forward and the Committee will then bring that and the Committee's recommendation (including info about pro's and cons) to the full Board.

#### **9. Schedule next Finance Committee Meeting:** Dec 12, 2016 8:45am

**10. Adjournment:** DePasse motioned to adjourn at 9:30am; Martin seconded.

**Vote:** Unanimous.