

Sanborn Regional School District

Finance Committee Agenda

Sanborn Regional High School, 17 Danville Road, Kingston, NH

Wed April 21, 2021 – 4:30 PM

Committee Members: Jim Baker, Jamie Fitzpatrick, Moira Bashaw, Matthew Angell

1. Call to Order
2. Election of Chair
3. Review of Minutes
 - a. [March 3, 2021 Finance Committee Meeting Minutes](#)
4. New Business
 - a. [Business Administrator Comments](#)
 - b. Budget Adjustments
 - i. [Three special education adjustments to reallocate appropriation for expenditures through the end of the fiscal year](#)
 - c. Memorial Entryway final v. estimated costs
5. Status of the Three Audit areas:
 - a. Special Education (Update: Difficult to assess while students are remote.)
 - b. Athletics (Update: No update for this meeting)
 - c. IT (Update: IT Dept. has spent time on COVID related issues.)
6. Revolving Fund Balance
 - a. [Trust & Revolving Funds Balance Summary - March 2021](#)
7. Budget Reports
 - a. [March 2021 Expenditure Report, Health/Dental Summary](#)
 - b. [March 2021 Expenditure Report, Excluding Health/Dental](#)
 - c. [March 2021 Revenues](#)
8. Old Business:
 - a. [Online Software Usage Report](#)
 - i. [J. Baker requested comparison between the free and paid version. M Angell to pursue](#)
 - ii. [Fitzpatrick asked for an updated spreadsheet of all online subscriptions. M Angell to provide file/link](#)
 - b. Updated "Final Spending Spreadsheet"

- c. Audit Follow-up Items:
 - i. [Student Cash Reconciliation](#)
- d. Final Spending Spreadsheet
- e. Reorganization cost spreadsheet update
- f. [Comparison of end-of-year estimates \(\\$XXX\) vs final costs](#)
- g. Manifest Questions
 - i. [Vendor manifest #16](#)
 - ii. [Vendor manifest #17](#)
 - iii. [Vendor manifest #18](#)

9. Adjourn