



Glen Ellyn School District 41

Dr. Ann Riebock, Superintendent

**MINUTES
BOARD OF EDUCATION
FINANCE AND FACILITIES COMMITTEE MEETING
November 16, 2009 – 6:00 P.M.
Abraham Lincoln School**

Present: Bob Solak – Finance Committee Chairperson, Drew Ellis – Finance Committee Member, Jack Kahler – Finance Committee Member, Dr. Ann Riebock, Robert Ciserella, Julie Worthen and Phyllis Hanna.

The meeting was called to order at 6:05 pm.

I. Review of November 2, 2009, Meeting Minutes

The committee reviewed and approved the minutes. These minutes will be posted to the District website.

II. Hadley Addition Update

Bob Ciserella informed the committee that CASE and the District had just received notification that the application process was being revised and the new application forms would be available on Friday, November 19, 2009. The District is prepared to have the new application forms completed and returned to CASE for submission within a week following receipt of the revised forms. Mr. Ciserella is in contact with legal counsel to review the status of the bids received to date and potential expiration of the bids. He has also been in contact with the apparent lowest bidder regarding the funding status of the project.

III. 2010 First Quarter Financial Update

Bob Ciserella presented the committee with a new report format that compares the prior year quarter to date with the current year quarter to date revenues and expenditures on a cash basis. This format also includes a comparison of the current year trend compared to a three-year average. The committee discussed the nuances of comparing quarterly statistics to percent of total budgeted. The committee agreed that the report format compliments the monthly reports currently published and would like to see this report each quarter and possibly include year-end projections.

IV. Baker Tilly Presentation Date & Expectations

The administration proposed to have representatives from the auditing firm present their finding of the FY2009 Financial Audit to the Board of Education on January 4, 2010. The committee felt that was appropriate to schedule at this time. The committee also discussed that if they or the Board feel the need to meet with the auditors in a closed session, they would inform the administration after the members review the FY2009 Comprehensive Annual Financial Report (CAFR) and management letter.

V. Other

Bob Ciserella informed the committee that the two-way communication radio system has been installed and that the system needs another repeater for the north end of the district. This is estimated to be an additional \$4,500.

VI. Adjourn

The meeting adjourned at 7:12 pm.