

**Facilities-Finance Committee Meeting
Proposed Agenda
Wednesday January 19, 2021, at 6 PM**

**LCCA West (St. Matthews Church – 2nd floor classroom)
818 Wisconsin Ave., Oconomowoc, WI**

1. Call to Order 6:09 pm by Tim Peterson
2. Facilities Update – all
 - a. Rooms are more balanced due to Butters Fittings & Pleased
 - b. Quote for air conditioning additions for 2 unconditioned (E.) rooms coming from Peter Knapp (not experienced but Jericho is coaching/mentoring nicely)
 - c. All seems to be going okay
3. Finance Update – Brian Hasting (acting/interim CFO)
 - a. Working now with CESA Rep to help with Fund Accounting for March 4 target budget
 - b. Kristina Update (Testimony in Madison went relatively well)
 - c. Expenses – Brian is working on a format used by other schools & working to break out by month and get access to accrual vs: cash
 - d. Revenues
 - i. Local Sources
 1. Donations
 2. Fundraising
 3. Student Fees
 4. School Co-Curricular Admissions
 5. Other School Activity Income
 6. Rental
 - ii. State Sources
 - iii. Federal Sources
 - iv. Proceeds from long term borrowing
4. Old Business
 - a. Insurance Renewals –
 - i. \$1MM Umbrella now but recommend upgrade to \$3 MM to cover Educators Legal Liability/Employment Practices Liability/Educators Management Liability/Sexual Abuse
 - ii. Workman’s Comp is going up as p/r has gone up substantially, based on a \$0.53 rate per 100 the premium will increase by over \$9K annually.
 - iii. Mike, our rep, will be getting us quotes and clarifying all in February
 - b. Public Audit Plan – Consultant & CESA both have recommendations for us
 - c. Student Transport Plan – new Committee now headed by LCCA Parent, Brian Volkman, with volunteers Bill Brewster & Andrea Hayse (working with Fundraising/Communications Committee to conduct Survey to determine if parents

prefer to pay for bus route or consider Rideshare App (~\$4-7K School expense based on 1st evaluated app called Pogo)

- d. 10th Grade Expansion/Capacity Plan – Date 2/5/22 for enrollment driving this (lottery after that)
 - i. Milwaukee Used Pods – Too rough a shape to consider at this point with too many variables
 - ii. Pods Leased – Plan for 4 – 8 more classrooms so we are not hamstrung later
 - 1. Land Survey to be contracted
 - 2. Proposal for zoning – multiple configurations considered
 - e. Final review for approval of remaining invoices from Catalyst
 - i. Brian says it is to be paid after next DPI Tranche – so long as all outstanding work is done which appears to be the case
5. New Business
- a. Tim Peterson motioned to go into Closed Session, according to Statute 19.85 (1) sub (e) Deliberating or negotiating the purchase of public properties... Motion passed – Committee entered Closed Session
 - b. At 6:55 pm the Committee reconvened into Open Session and Tim Peterson noted there was a detailed discussion of the committee on plans for meeting current and future cash flow with respect to certain properties under consideration
6. 7:30 PM Motion made and seconded to adjourn with confirmation of next meeting (3rd Wed of the month – February 16th)