

# Sanborn Regional School District

## Finance Committee Agenda

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

Wed March 3, 2021 – 3:30 PM

*Committee Members: Jim Baker, Jamie Fitzpatrick, Peter Broderick, Matthew Angell*

1. Call to Order
2. Review of Minutes
  - a. [Wednesday, February 3, 2021 meeting minutes](#)
3. New Business
  - a. [Business Administrator Comments](#)
  - b. Comparison of end-of-year estimates (\$XXX) vs final costs
    - i. [Memorial Roof Repair \(\\$54,000\)](#)
    - ii. Memory Entryway (\$60,000)
    - iii. Paving changes HS to accommodate MS (\$65,000)
      1. [1st Invoice \\$38,693](#)
      2. [2nd Invoice \\$26,586](#)
      3. Total spent \$65,279
    - iv. New cameras at Bakie (\$10,000)
  - c. Budget Adjustments
    - i. [Comcast](#)
4. Status of the Three Audit areas:
  - a. Special Education (Update: Difficult to assess while students are remote.)
  - b. Athletics
  - c. IT (Update: IT Dept. has spent time on COVID related issues.)
5. Revolving Fund Balance
  - a. [Trust & Revolving Funds Balance Summary - December 2020](#)
6. Budget Reports
  - a. [Feb 2021 Expenditure Report, Health/Dental Summary](#)
  - b. [Feb 2021 Expenditure Report, Excluding Health/Dental](#)
  - c. [Feb 2021 Revenues](#)
7. Old Business:
  - a. Revised Engagement letter to cover required to provide areas of opportunity/improvement.
  - b. 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
  - c. Updated "Final Spending Spreadsheet"
  - d. Audit Follow-up Items:
    - i. Student Cash Reconciliation
    - ii. [Final Spending Spreadsheet](#)
  - e. [Reorganization cost spreadsheet update](#)

8. Adjourn