FINANCE COMMITTEE

Regular Monthly Meeting Report

## Committee Actions:

Approval of 2022-2023 Amended Budget

New Position - HR and Policy Manager

## 

## Minutes from June 8, 2023 Meeting:

### Attendance and Call To Order

(Virtual via Google Meet)

Chair: Kim Elliott

Board Members: Kim Elliott, Robert Wolfe, [Lan Zhu](mailto:lan.zhu@lhuf.org)

Others: Maureen Capillo, [Betty Warren](mailto:bwarren@sterlingmontessori.org), Carrie Smith

Meeting was called to order at 12:05.

**Budget**

* We reviewed the original budget (set last fall), and per DPI, we must amend it to be closer to actual. The Finance Committee reviewed the amounts and understands the differences and agrees with the changes.
* Debt coverage ratio is still well above what is required.

**Next Year’s Budget**

* LE/CH Counselor depends on 640 ADM
* Eliminated an Ops position due to a reallocation of resources - postpone until 2024
* Data/HR Manager position is being reworked and split. Data Management is cyclical and intense and should be split from the HR Manager position because of the ongoing nature of that position.
* A new position will combine HR Manager and Policy Manager to remove the burden on the Executive Director as well as Board for the Policy piece.

**Records Retention**

* We are still waiting on this. This will possibly land with the Data Manager.

### Closure and Next Steps:

Meeting was adjourned at 12:53 pm.; Any follow-up actions noted above.

Next Meeting - July 13, 2023 at 12:00.