

**Oakstone Community School  
Finance Committee  
Committee Minutes  
24 June 2020**

**The meeting was conducted via Zoom Teleconference in accordance w/ Am. Sub. HB197**

**Attendees:** Jason Warner, OCS Board Chair and Finance Committee Chair  
Sherry Chapin, OCS Board Vice Chair and Finance Committee Member  
Johanna Gladman, OCS Fiscal Officer  
Heather Kronewetter, OCS Superintendent

**The Committee Convened at 5:15 pm with all members of the committee present.**

**Agenda:** Chair Warner presented the agenda for approval. Chapin moved to approve the agenda as submitted, second by Kronewetter. **Agenda Approved.**

**Minutes:** Chair Warner presented the minutes from the previous meeting on May 27, 2020. Minutes **Approved Without Objection.**

**Bank Reconciliation:** Fiscal Officer Gladman presented the Monthly Bank Reconciliation and Report for May 2020. Questions were asked by members of the committee and Fiscal Officer Gladman responded.

**Board Attestation:** Fiscal Officer Gladman presented the Monthly Report of Credit Card Activity and Board Attestation for May 2020. Questions were asked by members of the committee and Fiscal Officer Gladman responded.

**FY2020 Budget Appropriations Revision No. 4:** Fiscal Officer Gladman presented the proposed budget appropriation revisions for board approval. Questions were asked by members of the committee and Fiscal Officer Gladman responded.

**FY2021 Temporary Appropriations:** Fiscal Officer Gladman presented the proposed temporary budget appropriation revisions for board approval. Questions were asked by members of the committee and Fiscal Officer Gladman responded.

**Review Procurement Procedures for Federal Grant Funds:** Members of the committee reviewed the proposed procurement procedures for federal grant funds the school is to receive as part of the Payroll Protection Program (PPP). Questions were asked by members of the committee and Fiscal Officer Gladman responded.

**Review Capital Assets Disposal:** Members of the committee reviewed capital items that are subject to disposal. Questions were asked by members of the committee and Fiscal Officer Gladman responded.

**Fiscal Officer Evaluation:** Members of the committee reviewed the annual performance evaluation of Fiscal Officer Gladman. Fiscal Officer Gladman has once again performed above

and beyond the expectations of the board, and though present circumstances prevent approval of a salary increase, a review of one is proposed for no later than January 2021.

With no other business to come before the committee, the **Committee Adjourned at 6:01pm.**

Minutes Approved w/o objection 7/23/2020