

**WEST LAFAYETTE COMMUNITY SCHOOL CORPORATION
MINUTES**

**Annual Meeting of the Board of Finance
Monday, January 9, 2023 – Happy Hollow LGI Room**

PRESENT: Mrs. Rachel Witt; Mr. Brad Marley; Mr. Tom Schott; Mrs. Amy Austin;
Dr. Yue Yin; Mrs. Dacia Mumford; Mr. Laurence Wang; Dr. Shawn Greiner,
Superintendent; Mrs. Anna Roth, Assistant Superintendent; Mrs. Michelle Cronk, CFO

Mrs. Austin called the meeting to order at 7:24 p.m.

I. ROUTINE BUSINESS

A. Approval of the Agenda for the January 9, 2023, Annual Board of Finance Meeting.

Motion by: Mr. Schott Seconded by: Mrs. Witt Vote: 7 of 7

B. Approval of the Minutes of the January 10, 2022, Annual Meeting of the Board of Finance.

Motion by: Mrs. Witt Seconded by: Mr. Schott Vote: 7 of 7

II. SELECTION OF OFFICERS

Mrs. Austin polled the other Board members for nominations of Finance President and Finance Secretary. The Officers will hold their positions until December 31, 2023.

A motion was made that the Board of School Trustees appoint Mrs. Austin to serve as President of the Board of Finance.

Motion by: Mrs. Witt Seconded by: Mr. Marley Vote: 7 of 7

A motion was made that the Board of School Trustees appoint Mrs. Mumford to serve as Secretary of the Board of Finance.

Motion by: Mrs. Witt Seconded by: Mr. Marley Vote: 7 of 7

III. INVESTING OFFICER'S REPORT

Mrs. Cronk reported that it is necessary for the Board to formally organize as a Board of Finance. Organizing as a Board of Finance is necessary per I.C. 5-13-7 and is done on an annual basis. The Board of Finance is the authoritative Board over certain banking and investment activities of the school corporation, such as designating depositories and reviewing an investment report. Unless an emergency is declared requiring special action, the Board of Finance will only meet once annually.

Recommendation: It was recommended that the Board of School Trustees approve the Investing Officer's Report.

- Mrs. Cronk reported that the total interest earned from December 2021 through November 2022 was \$124,490.64. Four Certificates of Deposits matured during the 2022 calendar year with five maturing in 2023. The HoosierFund reinvestment account is currently earning 4.05% interest, and there are four treasury bills that will be coming to term in the 2017 Lease Depository Account over the next year.
- It was also recommended that the banking agreement with Huntington continues through the end of 2023. Banking representatives are currently working on how to increase interest earnings on the accounts.

A motion was made to accept the Investing Officer's Report as presented.

IV. FISCAL INDICATOR UPDATE

Mrs. Cronk reported that the House Enrolled Act of 1315 in 2018 established the Fiscal and Qualitative Indicators Committee under the direction of the Indiana Distressed Unit of Appeals Board (DUAB). The committee developed indicators used to evaluate the financial condition of school corporations that were finalized at the end of 2018 and have been updated over the past couple of years. Indiana code 5-13-7-8 requires Indiana school corporations to present a written report on these indicators for review by the Board at a public-school Board meeting in January when the Board of Finance convenes.

Recommendation: It was recommended that the Board of School Trustees approve the Fiscal Indicator Report.

- Average Daily Membership (ADM) - West Lafayette Community School Corporation's Average Daily Membership increased slightly from the 2014-2015 school year through the 2018-2019 school year and has leveled off since. Note: ADM does not include transfer students from other districts in which that number has been increasing over the past couple of years.
- Fund Balances - The school corporation maintains appropriate cash balances in its funds to fund its operations if there were ever an emergency. Note: Federal Funds and Federal Stimulus Funds always run in the negative for year-end cash balances as they are reimbursement funds.
- Annual Deficit/Surplus - The school corporation ended 2021 with a surplus across all funds as a total. This is due, in part, to the healthy cash balances the school corporation maintains.
- Fund Balance/Percent of Expenditures - This indicator is set to look at the combination of the budgeted fund cash balances (with the exception of Debt Service) as compared to total expenditures in the funds. The absolute minimum acceptable percent for the industry is 8.3% (the equivalent of month of expenses). A more acceptable industry standard for cash balance is 24-25% (the equivalent of three months of expenses). The school corporation has historically done a great job conserving cash in case of emergencies.
- Revenue by Type - Total revenue has seen a slight increase over the years, and even though the ADM has remained steady or even increased over the years, the state tuition support has remained fairly steady.
- Operating Referendum Revenue as Percent of Total Revenue - The annual Operating Referendum provided 17.1% of total revenue for the school corporation in 2021. Without the referendum, there would have been approximately \$6.3 million, in expenses, that would not have been covered in 2021.

Discussion ensued.

A motion was made to accept the Fiscal Indicator Report as presented.

Motion by: Mr. Marley

Seconded by: Mrs. Witt

Vote: 7 of 7

V. ADJOURNMENT - The meeting adjourned at 7:39 p.m.

Motion by: Mr. Schott

Seconded by: Mr. Marley

Vote: 7 of 7



President, Board of Finance



Secretary, Board of Finance