



Financial Oversight Committee Meeting

Education Center, 4th Floor Seminar Room
1829 Denver West Dr., Building 27
Golden, CO 80401

Meeting Minutes

May 23, 2023 – 8:45 a.m.

Financial Oversight Committee (FOC)

Members Present:

Amy Alvarez
Christine Havlin
Melissa Jamieson
Jessica Keene
Robert Last
Theresa Shelton

Committee Members and Staff Absent:

Brian Ballard

Staff Present:

Tracy Dorland, Superintendent
Brenna Copeland, Chief Financial Officer
Christie Moss, Controller
Brian Sammons, Director of Budget & Treasury
Jeremiah Johnson, Budget Manager
David Suppes, Interim Chief Operating Officer
Craig Blake, Assistant General Counsel
Charley Falkenburg, EA to CFO

Additional Attendees:

Danielle Varda, Board of Education

Welcome and Approval of Minutes

Ms. Copeland called the meeting to order at 8:47am. Discussion ensued on the May meeting minutes and additional edits were suggested. The revised minutes will be circulated for the committee's review and will go before the committee again for official approval at the August 22 meeting.

It was noted that district staff are still reviewing applications and interviewing candidates for the one open vacancy on the committee. A final recommendation will be made to the Board and the Board will vote to appoint the candidate at the June 22 regular meeting.

FOC By-Laws

The committee engaged in discussion on the role, functions, and responsibilities of the FOC. A working draft of bylaws for FOC was circulated. Committee members questioned whether the FOC performs a genuine oversight function, since the committee is purely volunteer and has no formal authority or decision making. Committee member tended to agree that their role is more advisory and less oversight. Staff noted that the name of the committee is part of a Board Policy, GP-07. This policy is only changeable with a Board vote. The Board does plan to review some of its policies over the summer. The FOC may suggest/request a name change and/or edits to the language in GP-07 that describes duties, but such change is subject to Board approval. The FOC does have the authority to adopt their own bylaws.

Chairperson Keene suggested the committee meet virtually over the summer to collaborate on the FOC bylaws. Staff confirmed the committee would receive access to a shared Google document so that they could easily edit and review the draft of the by-laws as needed.

The committee will revisit this draft at the August 22 meeting.

2023-24 Budget Proposal Update

Mr. Sammons provided a presentation on the FY24 proposed budget, which was initially presented to the Board at the May 3 study session. The presentation included highlights of updated revenue projections, assumptions on expenses, reserves and appropriations, and a multi-year financial view of the district. It was noted that changes are expected to occur once negotiation agreements are reached with the district's association contracts.

The committee asked questions about expense assumptions, and what compensation increases are being contemplated for employees. The committee was already familiar with the planned budget reductions. The committee also inquired about the district's plans to develop an updated Chart of Accounts (COA).

In reviewing the multi-year forecast, Superintendent Dorland shared that the Board may consider seeking a new Mill Levy Override (MLO) to increase revenue at the local level. Such discussions are very early and there is no specific plan in place.

District staff will present an updated FY24 budget proposal at the June 7 Board study session. The Board plans to adopt the FY24 budget at the June 22 meeting.

FY24 FOC Meeting Topics

The committee received a draft of proposed agenda topics for committee meetings occurring in the first half of the upcoming school year. The draft was reviewed and amended as needed.

Meeting Wrap Up

The next FOC meeting will be Tuesday, August 22 at 8:30am. Anticipated agenda items include chairperson and audit committee representative appointments; an update on the adopted FY24 budget; and FOC by-laws.

Adjournment

The meeting adjourned at 10:45am