



## ***Financial Oversight Committee Meeting***

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

### **Meeting Minutes** **August 22, 2023 – 8:30 a.m.**

#### **Financial Oversight Committee (FOC)**

##### **Members Present:**

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

##### **Committee Members and Staff Absent:**

##### **Staff Present:**

Tracy Dorland, Superintendent  
Brenna Copeland, Chief Financial Officer  
Christie Moss, Controller  
Brian Sammons, Director of Budget & Treasury  
Jeff Gatlin, Chief Operating Officer  
Charley Falkenburg, EA to CFO

##### **Additional Attendees:**

Danielle Varda, Board of Education  
Mary Parker, Board of Education

#### **Welcome and Approval of Minutes**

Ms. Copeland called the meeting to order at 8:30am. Mr. Prejzner was welcomed as the newest member to be appointed to the FOC. Attendees provided a brief introduction of themselves and their backgrounds.

The minutes from the April and May meetings were unanimously approved.

#### **Committee Appointments**

The committee unanimously voted to re-appoint Ms. Keene as the committee chair and Ms. Shelton as the representative to the Audit Oversight Committee. It was noted that Ms. Jamieson and Ms. Alvarez are continuing to serve as committee delegates to the ad-hoc property disposition committee.

#### **FOC By-Laws**

FOC members worked via electronic collaboration in July to further revise the draft of the committee's by-laws. Discussion ensued on additional edits to the FOC by-laws, including language on membership, term limits, and conflicts of interest. The committee also discussed suggested changes it would like the Board to consider making to its GP-07 policy on committees.

District staff will provide the FOC with a draft of the revised version of the committee by-laws for review and approval at the next meeting. District staff will support the FOC in analyzing GP-07 and the FOC will identify suggested changes to any specific text (e.g., name and/or purpose of the committee). Discussion confirmed that the Board has sole purview over the name and purpose of the committee – so any changes require Board approval. The Board will next hear from the FOC on Nov 2<sup>nd</sup> and the committee can bring suggestions at that time. The Board establishes its own timeline to review/revise its governance procedures and staff is not aware of the Board's plans at this time.

## **Conflicts of Interest**

Ms. Alvarez disclosed that she would be taking a new position that may be perceived as a conflict of interest. It was determined that there is nothing in policy that would preclude Ms. Alvarez from continuing to participate in the FOC because the committee does not make specific recommendations regarding the district's procurement decisions. Perceived or technical conflicts of interest will be openly discussed with the committee and members will recuse themselves from discussions when and if those discussions appear to be a conflict of interest.

## **FY24 Adopted Budget & Multi-Year Outlook**

Mr. Sammons provided a presentation on the FY24 adopted budget, which was adopted by the Board of Education at the June 22 meeting. The committee discussed the general budget content, the Mill Levy Overrides (MLO), challenges in transportation, the multi-year financial projection, strategies to reduce the budget deficit, and the district's capital needs and resources.

Mr. Sammons confirmed he will provide the FOC with historical data on the district's mill levies.

## **Preview of September FOC Meeting**

The next FOC meeting will be Tuesday, September 26 at 8:30am. Anticipated agenda items include the following topics: a vote on the revised FOC by-laws, capital financial planning and facility disposition; the Moss Adams reconciliation project; and committee preparation for the November board meeting.

## **Adjournment**

The meeting adjourned at 10:30am