

# Board Special Meeting

John Stanford Center – Board Office Conference Room

2445 3<sup>rd</sup> Avenue South, Seattle, WA 98124



## Audit & Finance Committee Meeting Agenda Thursday, November 12, 2015 4:30 – 6:30 pm

### Call to Order

5 mins

1. Board members and staff present
2. Approval of Agenda
3. Approval of October 6, 2015 meeting minutes

### Items Requiring Board Action on November 18 and/or December 2, 2015

1. First Amendment to Science Warehouse Lease Agreement at Seattle Distribution Center (Carlson/Gallagher) 10 mins
2. BTA IV Levy and Authorizing Resolution 2015/16-10 (Herndon/ Gotsch) 10 mins

### Special Attention Items

1. JSCEE Debt Retirement Options December 12, 2011(Gotsch/Technow) 10 mins
2. Budget Guiding Principles (Gotsch) 15 mins
3. King County Treasurer Review of Bank Fees (Gotsch/ Technow) 10 mins
4. Regulations on Crowdsourcing (Gotsch) 10 mins

### Regular Agenda

1. Monthly Financial Status Update (Technow) 10 mins
2. Monthly Budget Update (Sebring) 10 mins
  - a. Software Funding Shortfall
3. Monthly Human Resources Update: Title IX (Jones/Schmidt) 5 mins
4. Monthly Head Start Financial Report Update (Gousie) 5 mins
5. Monthly Procurement Update (Murphy) 0 mins
6. Monthly Grants Update (Stone) 0 mins

### Internal Audit

1. Internal Audit Update (Medina) 15 mins

### Upcoming Meetings

- December 8, 2015 - Quarterly Audit Meeting Monthly Finance Meeting
- December 10, 2015 - Monthly Finance Meeting

### **Follow Up Items**

- Departing Employee Checklist (Jones)

\*Please note that A&F is a working committee of the Board. Documents may change before the meeting and/or prior to their introduction before the Board. The Board Office maintains the archive for documents that were presented at the meeting. Due to the June 2015 change to the district website, documents for this meeting are provided on the pages below.