

SHPA Finance Committee Meeting – October 4, 2022  
Via Google Hangouts video conference

x Lisa Barnidge  
x Mike Meyer-chair  
Kate Docken  
x Wes Whalberg

x Brent Peterson  
x Carolyn Farrell  
x Chris Lamprecht  
x Renson Anjere

Other Attendees: Nichole Schmidt, Shawn Smith, Bruce Sorenson (Baird)

**Mission**

**Seven Hills Preparatory Academy engages students in a rigorous Classical education, designed to prepare each one for strong citizenship and life-long learning.**

**Finance Committee Charter**

**The Finance committee is a committee of the School Board of Directors. The purpose of this committee is to review the financial performance of the school, ensure that the school does not operate in a statutory deficit position, strive to achieve and maintain a 25% fund balance, and recommend and manage to an annual budget that accomplishes these goals and accounts for the long-term financial stability and health of the school. The committee shall be chaired by the SHPA School Board Treasurer and meet at a frequency as determined by its chair as necessary to accomplish its goals. This committee shall strive to secure membership on the committee of volunteers with financial management experience. This committee will also perform periodic reviews of the managerial controls regarding the handling of public funds and the record keeping of these activities.**

1. Shawn Smith of Wildamere and Bruce Sorenson of Baird reviewed the status of the Bloomington campus move and related financing issues.
2. Nichole reviewed the August financial statements and related reports. All seems to be on track.
3. Executive Director items
  - o Under a covenant in our bond documents, we will undergo an audit of our compliance with other covenants and our original projections regarding ADM and other matters.
  - o Bergan KDV is charging about \$22,000 for the audit, including the separate audit required due to our COVID spending of federal funds exceeding \$750,000.
  - o We have applied for another COVID grant of \$26,000.
  - o We have had difficulty raising our credit card limits. Paying the balance during the month has caused inconvenience we are trying to remedy.
4. Reviewed the board calendar for September finance items.
  - Progress toward one-year finance goals:

- Maintain adequate progress in growing the fund balance to 25%--accomplished.
- Establish an infrastructure for a community fund—not accomplished. On the agenda for the next committee meeting.
- Educate finance committee members on all aspects of funding available to the school—partially accomplished.

5. Conducted fist to 5 evaluation. Two gave the meeting a 5 and four a 4.

Recommendations to SHPA Board of Directors for action at the October 6, 2022 meeting:

1. Recommend approving the minutes of the October 4, 2022 Finance Committee meeting.