



**Three Rivers Local School District
Board of Education**

401 N. Miami Avenue

Cleves, OH 45002

**FINANCE COMMITTEE MEETING
AGENDA/MINUTES**

Tuesday, February 13, 2018 at 5:00 p.m.

Attendance: Jim Murphy, Ryan McDonald, Alice Gundler

I. Audit

- Filed extension to 02/28/18 due to awaiting a response from Fifth Third Bank and ODE
- Findings
 - Title I 2016 Grant – Fund balance of \$10,9993.68. Sent an email on 2/8/18 asking for direction.
 - Cooper Road project – Fixed Asset reported incorrectly. Shorted by \$142,693.20

II. QSCB (Qualified School Construction Bond)

- Reduced QSCB Subsidy (IRS form 8038cp) Interest rebate \$262,921.00

III. Method of continual communication to the board members

- Weekly email – Friday
- Communications items
 - Current projects
 - Meetings

IV. List of Task and Status

- Fifth Third Credit Card
- Re-alignment of payroll budget
- Streamline and Standardization of Processes
- Analyzing school fee accounts
- Cleaning up negative budgets
- OnBase – effective date as of 7/1/18
- Standardization of Forms
 - Professional Development
 - Requisition Request
 - Credit Card Authorization

V. Finance Committee

- Who to serve on committee
- Mission