

Approved November 30, 2022

PRESENT: Flournoy Humphreys, Sue Kelly (alternate), Andrew Raymond
Sandy Low, Wes Souden, Christine Thomas-Hill, Paul Thwing, Dr. John VanWagoner

ABSENT: Matt Anderson

The meeting was called to order at 7:30 a.m.

Committee Chair, Andrew Raymond, welcomed everyone to the meeting.

Public Comment: None offered

PROCEDURAL ITEMS

1. Prior Committee Meeting Minutes

The Committee was asked if they had any changes to the draft minutes from the September 28, 2022 Board Finance and Operations Committee (BFOC) meeting. No changes were recommended.

Recommend September 28, 2022 BFOC meeting minutes remain as posted.

2. Bids, Services and/or Purchases

a. Capital Projects

Additional Contingency - TCAPS Montessori

An additional \$100,000 is being requested in the event it is needed during the last few months of construction. This project is funded from Capital Bond Funds.

Recommend Board approval of the request for an additional contingency of \$100,000 for the new TCAPS Montessori School; funded from Capital Bond Funds; place this on the next Board of Education meeting under Consent.

INFORMATIONAL ITEMS

4. Review Proposals Received for Bertha Vos and Boardman

The committee discussed proposals that were received on October 26, 2022 for the purchase of Bertha Vos and Boardman. These proposals will be discussed and considered further at the next full Board meeting on November 14, 2022.

5. Review Request for Proposal/Request for Quote (RFP/RFQ) Timeline for Bond Planning

Christine Thomas-Hill discussed the timeline for the RFP/RFQ process for bond planning and facilities assessments. Upon completion of reviewing the proposals received, a recommendation will be presented by Administration.

6. Operations - Capital Projects Update

A presentation was shared with the Committee that provided information about the status of construction across the district. The full presentation is available on the district's website:

www.tcaps.net/about/departments/capital-projects-and-planning.

7. Finance Update - 21/22 Final Audit

Christine Thomas-Hill highlighted a few key areas of the final audit, particularly the fund balance. A more detailed presentation of the audit will be presented by the district's auditing firm, Maner Costerisan, at the next full Board meeting, November 14, 2022.

8. Other

The committee discussed a few of the district's upcoming purchases.

Meeting Adjourned at 8:13 a.m.

Minutes respectfully submitted by Committee Recording Secretary: *Julie Foster*

Next Board Finance and Operations Committee Meeting

Wednesday, November 30, 2022

**Tompkins Boardman Administration Building – Conf. Room C, 2nd Floor
412 Webster Street, Traverse City, MI 49686**

COMMITTEE MEMBERS:

**Andrew Raymond Treasurer, (BFOC Chair), Matt Anderson, Flourney Humphreys, Sue Kelly (alternate)
Dr. John R. VanWagoner II, (Superintendent), Christine Thomas-Hill, Wes Souden, Sandy Low, Paul Thwing**