

MINUTES OF THE
ACADEMIC AND CAREER EDUCATION ACADEMY
BOARD OF DIRECTORS
Budget Hearing
June 22, 2017

I. CALLED TO ORDER AT: 3:47 p.m.

Administration			
Marisa Boulton, Trustee	P	Lyn Knapp, CAO	P
Terri Cardon-Weiss, Trustee	P	Michelle Zielinski, Principal	P
Denise Derr, Secretary/Treasurer	P		
David Koch, President	P		
Ellie Morse, Vice-President	P	Rose Whaley, Recording Secretary	P

Visitors Present: None

II. PUBLIC COMMENTS

A. None

III. Hearing for ACEA 2016-17 General Fund Final Budget, 2016-17 Food Service Final Budget and 2017-18 General Fund First Budget and 2017-18 Food Service First Budget

A. The 2016-17 General Fund Final Budget was discussed.

1. This budget is very close to actual expenses and revenue in order to align with the audit figures for end of year.
2. The addendum reconciliations adjusted some line items.
3. Bills paid to date have been calculated with expected expenses through June 30 to give the final budget figures for this budget and the same process was applied for revenue figures (with accruals).
4. This budget ends with revenue over expenses (about \$49,000).

B. The 2016-17 Final Food Service Budget was discussed.

1. The food service account is generally an in/out account; it is not a profit account.
2. This year the fund will just about break even.
3. The amounts on the budget indicate bills and revenue calculated to date and expected revenue and expenses through June 30 (and accruals for revenue).

C. The 2017-18 First General Fund Budget was discussed.

1. The budget assumes \$7,561 per fte according to the most recent information from Lansing, this is a conservative estimate.

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2. This budget plans to use \$21,000 of fund equity (as a first budget estimate).
3. Estimates are inserted for the school-year addenda with the ESP. Minor adjustments may occur as we don't have the school-year addenda in place for 2017-18 yet.
4. Expenses are basically a roll-over from 2016-17 with a few exceptions where needed / expected.
5. Reimbursements from the E-Rate funds are calculated into the telephone and internet lines.
6. As previously discussed, the rent now includes most building operations, so those lines are zeroed out while the rent line is increased.

D. The 2017-18 First Food Service Budget was discussed.

1. This budget takes the ending balance from the 2016-17 Food Service budget as the beginning Fund balance and revenue and expenses are estimated to be approximately the same as 2016-17.

IV. ACTION ITEMS

11 – 1A. Moved by Morse, supported by Boulton, that the ACEA Board of Directors approve the 2016-17 Final General Fund budget as presented

	AYE	NAY		AYE	NAY
Boulton	X		Koch	X	
Cardon-Weiss	X		Morse	X	
Derr	X				

Motion carried 5 – 0

11 – 2A. Moved by Cardon-Weiss, supported by Derr that the ACEA Board of Directors approve the 2016-17 revised Final Food Service budget as presented

	AYE	NAY		AYE	NAY
Boulton	X		Koch	X	
Cardon-Weiss	X		Morse	X	
Derr	X				

Motion carried 5 – 0

11 – 3A. Moved by Derr, supported by Boulton that the ACEA Board of Directors approve the 2017-18 General Fund budget as presented

	AYE	NAY		AYE	NAY
Boulton	X		Koch	X	
Cardon-Weiss	X		Morse	X	
Derr	X				

Motion carried 5 – 0

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11 – 4A. Moved by Cardon-Weiss, supported by Morse that the ACEA Board of Directors approve the 2017-18 Food Service budget as presented

	AYE	NAY		AYE	NAY
Boulton	X		Koch	X	
Cardon-Weiss	X		Morse	X	
Derr	X				

Motion carried 5 – 0

V. ADJOURNMENT

The ACEA Board of Directors Budget Hearing adjourned at 4:15 p.m.

X 
Denise Derr
Secretary/Treasurer