

**BOARD OF EDUCATION
MIDDLETON-CROSS PLAINS AREA SCHOOL DISTRICT
DISTRICT ADMINISTRATIVE CENTER
7106 South Avenue, Middleton, WI 53562**

**NOTICE OF FINANCE COMMITTEE MEETING
Monday, September 12, 2011 - 5:30 p.m.**

AGENDA

1. Call Meeting to Order at 5:30 p.m.
2. Approve Minutes from August 22, 2011 Finance Committee Meeting
3. 2011-12 Short-Term (cash flow) Borrowing Update
4. Review Draft of Annual Financial Report
5. Review Budget Hearing Presentation
6. Performance (Energy Conservation) Contract – Phase 1 Update and Interest in Possible Phase 2
7. High School Concessions – Stadium Upgrade
8. Other
9. Future Agenda Items
 - a. Comprehensive Annual Financial Report (CAFR)
 - b. Other (to be determined)
10. Adjourn

Future Finance Committee Meeting dates:

October 10, 2011 (tentative)

October 24, 2011

November 28, 2011

December 12, 2011

MIDDLETON-CROSS PLAINS AREA SCHOOL DISTRICT
Board of Education Finance Committee Meeting
Minutes of September 12, 2011

1. Call to Order

The meeting of the Middleton-Cross Plains Area School District Board of Education Finance Committee was called to order at 5:38 p.m. by Board Treasurer Bob Green.

Present: Bob Green, Ellen Lindgren, Leeanne Hallquist, Don Johnson and Tom Wohlleber

2. **Approve Minutes of August 22, 2011 Finance Committee Meeting** - The minutes from the August 22nd Finance Committee meeting were approved.
3. **2011-12 Short-Term (cash flow) Borrowing** - Tom Wohlleber reported that the cash flow borrowing for 2011-12 has been calculated. The borrowing amount will be \$5.8 million (a decrease from last years borrowing amount of \$7.2 million). Bids are due Monday, September 19th at 10:00 a.m. The borrowing is scheduled for approval at the September 19th Special Board Meeting (following the Annual Meeting).
4. **Review Draft of Annual Financial Report** - Tom Wohlleber reviewed a draft of the 2011 Annual Financial Report with the committee.
5. **Review Budget Hearing Presentation** - The committee reviewed a draft of the Budget Hearing powerpoint presentation. Bob Green and Leeanne Hallquist will be the presenters. Tom Wohlleber will update the presentation based on feedback from the committee.
6. **Performance (Energy Conservation) Contract - Phase 1 Update and Interest in Possible Phase 2** - Tom Wohlleber reported that Johnson Controls is analyzing results from the performance contract that was completed this past year. Tom Wohlleber introduced the possibility of a Phase 2 performance contract. A Phase 1 report and further discussion will be held with the Finance Committee in Late October or early November.
7. **High School Concessions / Stadium Upgrade** - Don Johnson and Tom Wohlleber reviewed potential scope and funding options for upgrade of the restrooms, concessions, ticket booth, and lockerrooms at Breitenbach Stadium. They recommended that the District and Booster Club equally share in the cost of having the potential project scope refined and cost estimates developed for various components of the project (not to exceed \$5,000). The committee concurred with the recommendation from the administration.
8. **Other**
9. **Future Agenda Items**
 - a. Comprehensive Annual Financial Report (CAFR)
 - b. Other
10. **Adjourn:** The meeting was adjourned at 6:52 p.m.

Bob Green, Board Treasurer