



"Accepting the Challenge"

Finance Committee Minutes

Monday, September 21, 2009 – 10:00 a.m.
Conference Room, Administration Office

Present: G. Buri, R. Coey, B. Mayes, L. Ross (Alternate), Dr. D. Michaels
(entered at 10:25 a.m.), G. Barnes, K. Zabowski

1. CALL TO ORDER:

The Finance Committee Meeting was called to order at 10:00 a.m. by Trustee Buri.

2. APPROVAL OF AGENDA

The Finance Committee Agenda was amended to include preliminary budget discussions.

3. ELECTION OF CHAIR/CONFIRM REGULAR MEETING DATES/REVIEW COMMITTEE'S RESPONSIBILITIES.

It was agreed Brian Mayes would serve as Committee Chairperson for 2009/2010. It was further agreed that the Finance Committee Meetings would be held on the third Monday of each month as follows:

Monday, October 19, 2009	10:00 a.m.
Monday, November 16, 2009	10:00 a.m.
Monday, December 21, 2009	10:00 a.m.
Monday, January 18, 2010	10:00 a.m.
Monday, February 8, 2010	10:00 a.m.
Monday, March 15, 2010	10:00 a.m.
Monday, April 19, 2010	10:00 a.m.
Monday, May 17, 2010	10:00 a.m.
Monday, June 21, 2010	10:00 a.m.

The role of the alternate committee member was reviewed and discussed for clarification purposes.

4. COMMITTEE GOVERNANCE GOAL ITEMS

NIL

5. OTHER COMMITTEE GOVERNANCE MATTERS

A) Confirm Payments of Account (June)

The Payment of Accounts for June circulated to the Committee were reviewed. Trustees asked questions for clarification purposes. It was agreed to accept the list of accounts as circulated.

B) Review Monthly Reports (June)

Secretary-Treasurer, Mr. Barnes, reviewed the monthly financial reports as circulated. Mr. Barnes noted the auditors would be attending on October 1, 2009 to review the fiscal year end, following which the auditors will attend the October Finance Committee meeting before presenting their audit to the Board of Trustees on October 26, 2009. Trustee inquiries were responded to regarding over and under expenditures. It was agreed to accept the reports as circulated.

C) Suncorp Valuations contract

Mr. Barnes, Secretary-Treasurer, provided the Committee with background information regarding the proposed contract and Suncorp's appraisal of the Division's furniture and equipment assets. It was agreed to recommend approval of the contract for a further five years.

Recommendation:

That the Five-Year Endorsement Contract with Suncorp Valuations Ltd., providing appraisal revision services for the five-year period January 1, 2008 to December 31, 2012 be approved, and that the Secretary-Treasurer be authorized to affix his signature thereto.

D) Take Two/IBM Contract

Mr. Barnes, Secretary-Treasurer, provided the Committee with background information regarding the IBM lease for computer equipment. He noted he has reviewed same with the Director of MIST who recommends entering into a 60 month lease for the purchase of new gear. Discussions were held and the Committee agreed to recommend the approval of a 60 month lease.

Recommendation:

That the 60 month lease with IBM Global Financing providing computer equipment in the amount of \$10,000.00 annually be approved, and that the Chairperson and Secretary-Treasurer be authorized to affix their signatures thereto.

Mr. Barnes then provided the Committee with background information regarding Turtle Mountain School Division's request to use Brandon School Division's computer and software with respect to CIMS. He noted Take Two would still provide Turtle Mountain School Division with consultation and support services which meant the Brandon School Division's staff involvement would be minimal. A discussion was held and the Committee agreed to recommend approval of Turtle Mountain School Division's request.

Recommendation:

That the request from Turtle Mountain School Division to share Brandon School Division computer hardware and software with respect to CIMS be approved subject to satisfactory financial arrangements between the parties.

E) MSBA(MAST) Brief Regarding Bill 4 – *The Community Revitalization Tax Increment*

Secretary Treasurer, Mr. Barnes, explained the purpose of the proposed Bill regarding the community revitalization tax increment. He noted the concerns expressed by MSBA (MAST) that the rural municipalities receive their portion of the increment but the school divisions do not. Discussions were held regarding whether or not to send a separate letter to the Government regarding this Bill or to go with the MSBA(MAST) presentation.

Agreed:

It was agreed the Division would not make a separate presentation regarding Bill 4 – *The Community Revitalization Tax Increment* – but rather the Division would support the Manitoba School Board Association's presentation.

F) Preliminary Budget Discussions

Discussions were held regarding stakeholder groups the Committee would like to meet with prior to budget deliberations. It was agreed the Committee would like to meet with the same groups they met with prior to the 2009-2010 budget deliberations. Meetings were to be arranged for late October, early November with school administrators, BTA Executive, CUPE Executive, members of Out-of-Scope and Brandon & District Labour Council. As there was an Ad-hoc Committee that now met with the Chamber of Commerce on a regular basis, the Committee did not feel they would need to meet separately with the Chamber regarding budget. It was also requested that the meeting with school administrators be arranged differently this year in order to provide more direct feedback from administrators.

5. OPERATIONS INFORMATION

- The Accountants' Report as at March 31, 2009 submitted to the Province was received as information.
- The letter from Manitoba Education, Citizenship & Youth regarding accessing copyright was reviewed. Secretary-Treasurer, Mr. Barnes, noted the Division had been assessed \$65,000 in back payment regarding the recent increase in copyright access fees. A discussion was held and it was agreed a recommendation would be brought to the Board to write a letter to the government expressing concern about assessing Divisions for retroactive payment with respect to copyright access fees.

Recommendation:

That a letter be forwarded to the Minister of Education, Citizenship & Youth expressing concern that the Division was assessed \$65,000 in back payment regarding the recent increase in copyright access fees and requesting that the Minister consider using the funds remaining in the TIG incentive to cover these retroactive payments.

6. NEXT REGULAR MEETING: Monday, October 19, 2009, 10:00 a.m.

The meeting adjourned at 11:30 a.m.

Respectfully submitted,

B. Mayes, Chair

G. Buri

R. Coey

L. Ross (alternate)