

**Palmyra-Eagle Area School District
Finance Committee Meeting Agenda
Mitzi Roscizewski, Chairperson
Tuesday, May 9, 2023, 6:00 PM
P-E MS/HS - Community Center - 123 Burr Oak Street, Palmyra**

All meetings are subject to Wisconsin Statutes - Open Meeting Laws (19.81-19.98)

"In compliance with Open Meeting Law, it is hereby posted that the following committees of the School Board of the Palmyra-Eagle Area School District will meet on the following dates and times. It is possible that a quorum may exist at one or more of the Board Committee meetings, as a Board member who is not an official member of a committee may attend. No Board action will be taken at any of the Committee Meetings."

- I. **Call to Order:** The meeting was called to order by Committee Member, Zachary Rutkowski at 6:01 pm.

- II. **Roll Call** - quorum (2) of this committee required to proceed
 - A. Attended - Michael Eddy and Zachary Rutkowski
 - B. Others Present - Doris Parsons, Kristiana Williams, Jean Reith, Todd Gray - Interim District Administrator, Kari Timm - MS/HS Principal, Katie Robertson, EES Principal, Traci Plotz - District Executive Assistant
 - C. Absent - Mitzi Roscizewski

- III. **Discussion and Approval of Agenda:** The agenda was reviewed and approved.

- IV. **Agenda**
 - A. **Approve April Meeting Minutes:** The minutes from the April 11, 2023 meeting were reviewed and approved.
 - B. **April Voucher Review:** The April Vouchers were reviewed.
 - C. **Review of Budget Variance Reports by Building and Fund.:** The Year to Date Budget Variance reports were reviewed. Variance journal entries have been done.
 - D. **Review of MS/HS Activity Account:** The Year to Date MS/HS Activity Account balances were reviewed.
 - E. **Discussion Regarding Greenhouse Update:** Kari Timm shared a budget with the committee that she hopes to use as an aide in fundraising for the Greenhouse. We are looking to break ground on the project in July/August 2023 and have the project completed by Fall 2024. We are in the process of sending another round of fundraising requests out and updating the website.

- V. **Next Meeting:** June 13, 2023 at 6:30 pm - MS/HS Community Center

- VI. **Adjourn:** The meeting was adjourned at 6:12 pm.

Respectfully submitted,
Traci Plotz
District Executive Assistant