



Glen Ellyn School District 41

Dr. Ann Riebock, Superintendent

MINUTES BOARD OF EDUCATION FINANCE AND FACILITIES COMMITTEE MEETING February 11, 2008 – 6:30 P.M. DISTRICT 41 ADMINISTRATION CENTER

Present: Kevin Cosgrove, Steve Vondrak, John Vivoda, Dr. Ann Riebock, Bob Ciserella, and Phyllis Hanna.

The meeting was called to order at 6:38 pm.

I. Approval of Minutes

Minutes from the January 14, 2008 meeting were approved by the committee.

II. Fiscal Policy Review

The administration took comments submitted by board members along with other research done and compiled a draft policy and procedure. The committee reviewed this and agreed that these should move to a board discussion at the February 25, 2008 meeting.

III. Recommendation/Letter of Engagement – 2008 Auditor Services

The committee reviewed the administrative recommendation to engage of Virchow Krause for audit services for the Fiscal Year 2008 audit. The committee directed the administration to submit the documents to legal counsel for review and comment. The committee agreed that this recommendation should move to a board discussion at the February 25, 2008 meeting.

IV. Recommendation/Risk Assessment and Internal Control Review Agreement

The committee reviewed the administrative recommendation engage Virchow Krause to create a Risk Assessment and Internal Control Review documents that would be used in the Fiscal Year 2008 audit process. The need for these come from new accounting standards effective with the Fiscal Year 2008 audit. The committee directed the administration to submit the documents to legal counsel for review and comment. The committee agreed that this recommendation should move to a board discussion at the February 25, 2008 meeting.

VII. Other Items

Continued Use of the General Fund Waiver

The committee discussed this and directed the administration to research the effectiveness of continued use of the General Fund waiver.

The meeting adjourned at 7:08 pm.