

**Minutes of a Special Meeting
Of the Finance Committee
Lake Forest Community High School District 115
Lake Forest, Illinois**

May 7, 2008

Present: Jim Carey, John Scribner, Jeff Gannon, Donna Johnson, Harry Griffith, Allen Albus, Beth Reich, Natalia Malagon, Shari Zander

- April Minutes were approved.
- Mr. Albus described the current District 115 Flexible Spending Plan procedures. The plan is administered in-house by three shared services employees. Beth Reich, Position Control/Benefits, reported that Allied Benefit Systems, Inc. has administrated the District 67 plan since January 1, 2005 with great success. She recommends that District 115 streamline the process and use Allied Services to administrate their plan. The Committee endorsed Allied Benefit Systems, Inc. as the Flexible Spending Plan Administrator for District 115.
- Allen presented a detailed overview of the 2008-09 Proposed Student Fee Schedule. The Committee reviewed and endorsed the Proposed 2008-09 Student Fee Schedule as amended.
- Allen reported that District 115 has three different vendors providing vending machine beverages. The maintenance staff spends hours per week filling the machines and stock is housed on-site using valuable storage space. Jim Hintz sent out a Request for Proposal for an exclusive beverage contract and recommends the District enter into an exclusive beverage contract with Pepsi. The Committee endorsed the beverage contract as well as renewing the current Oasis snack vending contract.
- Jennifer reported that auditing firm Evans, Marshall & Pease completed the final year of the three year contract for both Districts. A Request for Proposal was sent out and representatives from both districts attended auditor interviews. The committee endorsed not engaging the current auditor for another term.
- Dr. Griffith presented a brief update on potential lessees for West Campus.
- Mr. Albus and Ms. Zander reported that 100% of the current Little Scouts students enrolled in the program for the 2008-09 school year. Allen reported on the renovations to date and described additional work to be done before the program is relocated to West Campus in August.
- Allen provided a brief overview of the 5 Year Projection which will be covered in detail at the June Finance Committee meeting.
- The meeting adjourned at 9:10.