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**NDMA Finance Committee Meeting
Minutes
Tuesday, February 12th, 2024, 11:45am**

Members Present:

Tim Dezelske, Spencer Kangas, Kirsten Kinzler, Tommi Martinson,

Members Absent:

Shari Colvin, Dustin Reeves

1. Review financial statements and supplemental information

a. Financial Report:

- i. Right around where we are supposed to be for income and expenses.

b. Supplemental Report:

- i. Credit Card Charges look all in line with normal spending.

2. 2023-2024 Enrollment

- a. PreK3: 8, PreK4: 22, K: 30, 1st: 28, 2nd: 25, 3rd: 25, 4th: 27, 5th: 17, 6th: 20, 7th: 13, 8th: 9
- b. Total PreK-8th: 224
- c. Total K-8th: 194

3. Employee Retention Credit (ERC) – any news?

Here is the information we have been given in regards to ERC.

The IRS has begun to review applications again, depending on the number of applications and individuals reviewing them, they cannot guarantee a timeline. You should either see the credits on an upcoming federal tax withholding report or will receive a call/letter from the IRS with an update on the progress. That is all we know currently at this time. They can reach out to the IRS directly to confirm that their application is in the queue. But the agents will not make any promises on when the applications will be processed. Please call 1-800-829-4933 for further information.

4. Other

- a. Budget Work - Getting Tommi payroll information and Kirsten will meet for a revised budget for the March board meeting.