

**Greater Lawrence Educational Collaborative
BOARD OF DIRECTORS
Finance Subcommittee Meeting
Monday, December 5, 2011 - 2:30 p.m.
480 Broadway
Methuen, MA 01844
A G E N D A**

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TOWN CLERK'S OFFICE
METHUEN, MA
2011 DEC - 1 P 3:30

1. Call to Order
2. Approval of Minutes October 7, 2011 and November 4, 2011
3. Summary of Warrants
4. Retiree Health Trust
5. Progress of Health and Dental Insurance Review
6. Submission of off-site GLEC Rental Reports
7. Aging Report
8. Review of FY11 Billing, Collections and Adjustments
9. Review of FY12 Billing, Collections and Adjustments
10. Cash Flow and Accounts Receivable
11. Bank Reconciliation for September, October, November and December
12. Andover Special Services Contract
13. Staffing in GLEC Finance
14. FY11 Audit
15. Other Business and Adjournment