

DATE: June 16, 2026
TO: Board of Trustees, BCRSD
FROM: John Fraser
SUBJECT: Human Resource & Finance Updates

DISCUSSION ITEMS:

1. Highfield Acres closing and financial documents have been received and recorded internally.
2. Muni-Link and Invoice Cloud training continues, and go-live dates remain on track.
3. Accounts Payable software is currently being configured, and training has been scheduled.
4. Work on the 2026 second-quarter financial statements is scheduled to begin at the end of June.

John Fraser, Finance Manager



SIGNATURE:

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