

FINANCE COMMITTEE
MINUTES
September 28, 2010
WARREN COUNTY CAREER CENTER

COMMITTEE MEMBERS PRESENT:

Jeff Lockett - Chairperson
Mary Anne Paris
John Grant

COMMITTEE MEMBERS ABSENT:

OTHERS PRESENT:

Dr. Robert Terrill
Rosemarie Green
Diane Martin
Brian Collopy
Jim Miller
Arthur Stewart
WYO

Amy Stewart
Amanda Hetrick
Petter Turnquist
Jack Werner
Tom Knapp
Donna Zariczny
Cindy Nyquist

1. Opening Activities

1.01 Call to Order

Mr. Jeff Lockett called the meeting to order at 8:50 PM at the Warren County Career Center.

1.02 Public Comment

No public comment at this time.

2. New Business

2.01 Budget Adjustments & Transfers

Discussion: Public Relations Coordinator position discussion regarding this topic occurred during the Personnel Committee meeting immediately preceding Finance. A request has been made to transfer \$ 520.00 from contingency / budgetary reserve to cover this position per the attached documentation. A request to transfer from Library to Postage was also included. It was requested that any additional changes or additions be added up to the Board Meeting date.

Action: The committee voted unanimously to move this to the full board for approval.

Motion: That the Board of School Directors approves Budget Adjustments and Transfers per the attached documentation.

Attachments:

2.01: Transfer Request Library to Postage Sept 22 10
Athletic/ Co curricular Budget Transfer Request

3. Old Business

3.01 Transportation Updates for Board Approval

Discussion: Donna Zariczny has sent the IU 5 document to Chris Byham regarding transportation contractors that are approved by the IU. Mr. Byham will review this contract and will give the board direction regarding driver and route updates each month. It was requested that any additional changes or additions be added up to the Board Meeting date.

Action: The committee voted unanimously to move this to the full board for approval.

Motion: That the Board of School Directors Approves changes to the Pupil Transportation Program including updates to Drivers and Routes as may be applicable.

Attachments:

3.01: New Driver Applicants for Board Approval

4. Informational Items

4.1 Financial Reports

Discussion: No discussion took place.

Attachments:

4.1 Qrtly Rprt BWMS 08-09
4.1 Qrtly Rprt EMHS 08-09
4.1 Qrtly Rprt RES 08-09
4.1 Qrtly Rprt SAMHS 08-09
4.1 Qrtly Rprt WAEC 08-09
4.1 Qrtly Rprt WCCC 08-09
4.1 Qrtly Rprt YEMS 08-09
4.1 Qrtly Rprt WAHS 08-09
4.1 Capital Project Reserve 9.27.10
4.1 Electric Report – July 2010
4.1 Gas Report – July 2010

4.02 Tax Collection Commission Update

Discussion: Mr. Turnquist stated by PA Code we are required to appoint by September 15, 2010 tax collection officer. Approval of a resolution to authorizing the TCC to appoint the Warren County School District Earned Income Tax office as the Tax Collector for the Warren County Tax Collection District continuing to collect taxes under existing terms and conditions as specified in existing tax collection agreements between the Municipalities with the Tax Collection District and the Earned Income Tax office. He stated that minutes were attached for their perusal and he would be glad to answer any questions they may have.

Action: No Action

Attachments:

4.2 The Tax Collection Commission of Warren county met today Sept

4.3 Investment Team Update

Discussion: Mr. Turnquist stated that the Investment Team recommended changing the Broker of Record for our existing investments from UBS to Northwest Saving Bank. This will require signatures from the Board President and Secretary for these documents. Mr. Stewart would like this to be submitted in the form of a motion and will be included under the consent agenda for the October board meeting.

Motion: That the Board of School Directors approves the Broker of Record for the existing investments be changed from UBS to Northwest Savings Bank.

Attachments:

- 4.3 Investment minutes 9.16.10
- 4.3 Investment minutes 6.10.10
- 4.3 2010-2011 Investments Consolidated 9.15.10

4.4 WEC Health Care Consortium Funding Analysis

Discussion: Mr. John Grant commented that the actuals seem to be very good in terms of the ups and downs and commends them on the management of this in regards to the district's health needs.

Attachments:

- 4.4 WEC Self Funding Analysis – August 2010

4.5 E-Rate

Discussion: Mr. Brian Collopy stated that E-Rate is a program administered by the Universal Service Administrative Company under the direction of the Federal Communications Commission. This program provides assistance to schools and libraries to obtain affordable telecommunications services and Internet access. Vendor recommendations will be presented at the January 2011 Finance Committee Meeting and action at the February Board Meeting

Attachments:

- 4.5 E-Rate

4.6 Data Center Information Summary

Discussion: Mr. Collopy stated there would additional information brought to the October committee meetings.

Attachments:

- 4.6 Informational Summary – Data Center – Board Action Timeline

5. Other

Mr. John Grant asked when the board could expect a budget development calendar for 2011-2012. Mr. Turnquist stated that this is in policy and the budget process will start in November.

6. Closing Activities

- 6.01 Next Meeting Date – TBA.
- 6.02 Executive Session - None
- 6.03 Adjournment – 9:12 p.m.

Respectfully Submitted,

Jeffrey Lockett, Chairperson
Mary Anne Paris
John Grant
Cindy Nyquist, Secretary

