

FINANCE COMMITTEE
MINUTES
October 26, 2010
WARREN COUNTY CAREER CENTER

COMMITTEE MEMBERS PRESENT:

John Grant – Chairperson
Mary Anne Paris
Tom Knapp

COMMITTEE MEMBERS ABSENT:

Mr. Jeff Lockett

OTHERS PRESENT:

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

Amy Stewart
Amanda Hetrick
J. Petter Turnquist
Jack Werner
Tom Knapp
Paul Yourchisin
Cindy Nyquist

1. Opening Activities

1.01 Call to Order

Mr. John Grant called the meeting to order at 7:00 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: Mr. Turnquist presented Budget Transfers and Adjustments that require Board Approval if adjusting or moving from one functional area to another. The committee respectfully request adding additional transfers up to the Board meeting on Nov 8, 2010, should it be required. A discussion took place as to policy for budget transfers and the need for board approval. Mr. Turnquist stated that when we are transferring from one functional area to another it requires Board approval per PA code.

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: Budget transfer secondary
Adjust Budget Resolution 11.08.10

2.02 IU 5 Northwest Intermediate Unit

Discussion: Mr. Turnquist stated that the IU 5 budget is approved by the board each year and this year there is a 3.5% increase from last year. Mr. Grant asked if we have bun line items that correspond with what this budget represents. Mr. Turnquist stated that there will be a bun number for this item in the 2011-2012 budget. Dr. Terrill reviewed prior IU 5 budgets and stated that it has stayed the same for the past five years with only minimal increase. Mr. Grant felt that the IU has been pretty frugal and fair and would recommend this to go to the full board for approval.

Action: The original motion was amended to read **2011-2012** budget. The committee voted unanimously to move this to the full board for approval after the motion was amended.

Motion: That the Board of School Directors Approves the 2011-2012 Budget for the Northwest Intermediate Unit per the attached document

Attachments:

- 2.02: IU 5 Northwest Intermediate Unit Budget
- IU 5 District Contribution

3. Old Business

4. Informational Items

4.01 Proposed Data Center Upgrade – Preliminary Proposal – Professional Services Agreement

Discussion: The Warren County School District has requested a confidential preliminary proposal outlining estimated costs and concepts related to the proposed data center upgrade. Services covered in the confidential preliminary proposal cover, but are not limited to Unified Storage, Virtualization, Microsoft Licensing, Citrix Licensing, Disaster Recover Backup Solution, Battery Backup and Cisco switching and routing. The consulting agreement listed in the proposal for \$8,000 which will allow the AEC Group to create a formal services proposal, scope of services, and overall project plan. Mr. Turnquist spoke to Mr. Lockett and he recommended that money for the consulting come from the Capital Reserve and he would like to see this tracked separately along with a separate bun number. Mr. Grant asked if the Administration would clarify the appropriate transfers if necessary along with bun numbers. He would like to see this as back-up information for the actual resolution.

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

Motion: That the Board of School Directors approves the professional services agreement submitted by AEC Group for \$8,000 which will allow them to create a formal services proposal, scope of services, and overall project plan for the proposed Data Center Upgrade Project- Phase One.

Attachments:

- 4.01: Executive Summary – Proposed Data Center Upgrade-Professional Services Agreement
- AEC Group – Professional Services Agreement

4.2 Financial Reports

Discussion: Mr. Grant did a two month comparison of electric and gas usage through out the district and stated that after windows and doors were installed at Sugar Grove Elementary there was a savings of 3% for electric and 40% for gas. He would like to

see more studies such as this done periodically after projects are done within the district. He stated that after reviewing these reports he realized that we have a couple of windows in the usage line that are blank. Mr. Turnquist will look into these reports to make corrections.

Attachments:

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

4.03 Sungard Pentamation Update

Discussion: Mr. Turnquist gave an up-date regarding a three day training session that took place in October. Discussions included the implementation of electronic requisitions on an initial limited basis which when fully implemented will reduce manual process. Other areas covered were Warehouse module, Position Control, Personnel Budgeting, Security, upgrade to version 4.3, etc.

Action: No Action

4.4 Healthcare Reform Act

Discussion: The Reschini Group will be hosting an informative Health Care Reform web presentation by Robin W. Hope on Friday, November 19, 2010 at 10 AM. During this presentation, you will learn how Health Care Reform will impact you as an employer. You will be receiving an email with instructions for joining the webinar closer to the date.

Action: No Action

4.5 WEC Consortium Financial Update

Discussion: No discussion took place.

Action: No Action

Attachments:

- 4.5 WEC Self Funding Analysis – September 2010

5. Other

5.1 Repository Sales

Discussion: No discussion took place.

Action: The committee voted unanimously to move this to the full board for approval. The Committee would like to add additional items up to the date of the board meeting, should it be required.

Motion: That the Board of School Directors approves the Repository Sale per the attached Document

Attachments:

5.1 Repository Sale 110610

6. Closing Activities

6.01 Next Meeting Date – November 23, 2010 7:30 following Personnel

6.02 Executive Session - None

6.03 Adjournment – 7:35 p.m.

Respectfully Submitted,

John Grant, Chairperson
Mary Anne Paris
Tom Knapp
Cindy Nyquist, Secretary