

FINANCE COMMITTEE

***MINUTES***

August 22, 2011

WARREN COUNTY CAREER CENTER

COMMITTEE MEMBERS PRESENT:

John Grant – Chairperson  
Mary Anne Paris  
Jeff Lockett

COMMITTEE MEMBERS ABSENT:

OTHERS PRESENT:

Arthur Stewart, Board President  
Donna Zariczny, Board Vice-President  
Jack Werner, Board Member  
Paul Yourchisin, Board Member  
Tom Knapp, Board Member  
Kim Angove, Board Member  
John Wortman  
Robert Terrill, Superintendent  
Amanda Hetrick, Director  
Amy Stewart, Director  
Diane Martin, Director  
Jim Grosch, Director  
Brian Collopy, Administrator  
Matt Jones, Administrator  
Mike Kiehl, Administrator  
Jim Miller, Administrator  
Melissa McLean, Recording Secretary

**1. Opening Activities**

1.01 Call to Order

Mr. John Grant called the meeting to order at 10:33pm at the Warren County Career Center

1.02 Public Comment - None

**2. New Business**

**2.1 Pupil Transportation Program**

**Discussion:** This agenda item was addressed at the special board meeting on August 22, 2011

**Action:** None

**Motion:** That the Board of School Directors approves the Pupil Transportation Program including Routes, Contractors and Drivers, per the attached documents.

**Attachments:**

- 2.1 Routes 11.12  
Drivers for 2011-2012

**2.2 Copier Lease Proposal**

**Discussion:** The WCSD Technology Department has been tasked with evaluating existing copiers and copier leases, with the goal of reducing the number of copiers in the district while meeting building needs.

Quotes were prepared using state contract pricing via COSTARS, and represent fair market leasing value. In addition to the quotes is an attachment analyzing costs between the two lease period options. The attachment demonstrates that a thirty-six month lease for the proposed copiers will result in a \$145/month savings over current lease agreements for machines in the affected buildings. A sixty-month lease for the same machines will result in a \$734/month savings. Price quotes for each recommended copier are attached, representing both a 36- and 60-month lease period. Each machine proposed will be an upgrade to the machine currently in use in that building.

Based on the attached figures, as well as an analysis of maintenance needs for the proposed machines, the department recommends lease agreements for seven copiers, each for a period of thirty-six months.

**Action:** The committee voted unanimously to send this to the September board meeting for approval.

**Motion: That the Board of school Directors instructs the administration to enter into a 36-month lease agreement to replace copiers in the following district buildings: Sheffield Elementary School, Russell Elementary School, Warren Area High School, Central Office, and the TAB Building.**

**Attachments:**

- 2.2 Copier Quotes  
Copier Cost Summaries  
Copier Cost Comparisons  
Lease application

**3.0 Old Business**

**4.0 Informational Item**

4.1 Financial Reports

**Discussion:** Presented for review.

**Attachments:**

- 4.2 Capital Project Reserve 8.30.11  
Capital Projects 8.30.2011  
Electric Report – May 2011  
Gas Report – May 2011  
WEC Self-Funding Analysis July 2011  
Treasurer's Report 8.18.2011

## **5. Other**

Mary Ann Paris requested that Board members consider relinquishing passes for sporting events, plays, etc. and pay for each event. Mr. Knapp would be more than happy to do this if the money went back to athletic programs. Mrs. Angove pointed out that the reason ADM passes are given to Board members is to encourage them to go to events for the entire county.

Mr. Arthur Stewart questioned if conversations regarding freezing salaries will continue? Mr. Grant would like a committee to come back with set parameters to establish a 2012-13 budget. He stated that we need to look at salary freezes, building closures, QZAB and etc. The Board will continue to dialogue about the budget at the September Board meeting.

## **6. Closing Activities**

6.01 Next Meeting Date – September 26, 2011 at the Warren County Career Center

6.02 Executive Session –

6.03 Adjournment – 10:45PM

Respectfully Submitted,  
John Grant, Chairperson  
Mary Anne Paris  
Jeff Lockett