

FINANCE COMMITTEE

MINUTES

September 26, 2011

WARREN COUNTY CAREER CENTER

COMMITTEE MEMBERS PRESENT:

Mary Anne Paris

Jeff Lockett – Chairperson for this meeting

COMMITTEE MEMBERS ABSENT:

John Grant

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

Brandon Hufnagel

Amanda Hetrick, Director

Amy Stewart, Director

Diane Martin, Director

Jim Grosch, Director

Paul Leach, Administrator

Matt Jones, Administrator

Mike Kiehl, Administrator

Melissa McLean, Recording Secretary

Eric Tichy (WTO)

1. Opening Activities

1.01 Call to Order

Mr. Jeff Lockett called the meeting to order at 10:57pm at the Warren County Career Center. He asked Kim Angove to sit in on the meeting.

1.02 Public Comment - None

2. New Business

2.1 IU Contract 2011-2012

Discussion: Mrs. Martin explained that this is a renewal contract and is a reduction of \$8,404.09 vs. the 2010-2011 contract. This contract is mutually exclusive of any previously approved IU5 Contract as this contract addresses certain special needs of WCSD students. She stated that this is for a different group of special needs than the contract approved before.

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

Motion: That the Board of School Directors approves the Northwest Tri-County Intermediate Unit 5 Special Education Contracts for the 2011-2012.

Attachments:

- 2.1 IU Contract cover letter
- IU Contract 2011-2012

2.2 Extracurricular contract of Brink's Tour & Charter LLC

Discussion: Mike Kiehl stated that this contract will enable the Athletic Directors to use one more contractor to assist in covering Extracurricular Trips. Brink Transportation will have the same extracurricular contract as our other contractors.

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

Motion: That the Board of School Directors approves the extracurricular contract of Brink's Tour & Charter LLC.

Attachments:

- 2.2 Brink Contract 2011-14

2.3 Letter of Engagement Solicitor

Discussion: This letter of commitment is the same as last year except for the date change.

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

Motion: That the Board of School Directors approves the Letter of Engagement with the legal firm of Stapleford & Byham.

Attachments:

- 2.2 Letter of Engagement

3.0 Old Business

4.0 Informational Item

4.1 Local Auditors Field Work

Discussion: Mr. Grosch stated that Felix & Gloekler began their year-end audit work for the period ending June 30, 2011 in the month of September.

4.2 Tax Collector Agreement

Discussion: It was noted that Act 32 state law will take effect in January 2012. This is a state law that requires that there is a one tax collecting agency. A preliminary Tax Collector agreement draft resolution will be forthcoming.

Attachments: EIT Tax Collector Agreement

4.3 Budget Transfer

Discussion: Mrs. Angove would like to see an updated contingency account for 2010-2011. Mr. Grosch stated that as soon as the audit is over he will address this issue with the board.

4.4 Financial Reports

Discussion: Presented for review.

Attachments:

4.2 Capital Project Reserve 9.26.11
Capital Projects
Electric Report – June 2011
Gas Report – June 2011
WEC Self Funding - August 2011
Treasurer's Report 9.22.11

4.5 EIT Office and EIT Collector Reports

Discussion: None

Motion: Requesting that the Board of School Directors acknowledges these reports and be entered into the board minutes.

Attachments:

2.2 EIT Collectors document
EIT Office audit document

5. Other

6. Closing Activities

6.01 Next Meeting Date – TBA at October 10, 2011 Board Meeting

6.02 Executive Session – None

6.03 Adjournment – 11:03 pm

Respectfully Submitted,
Jeff Lockett, Chairperson
Mary Anne Paris
Kim Angove