

FINANCE COMMITTEE

MINUTES

November 21, 2011

WARREN COUNTY CAREER CENTER

COMMITTEE MEMBERS PRESENT:

John Grant
Mary Anne Paris
Donna Zariczny – filled in for Jeff Lockett

COMMITTEE MEMBERS ABSENT:

Jeff Lockett

OTHERS PRESENT:

Brandon Hufnagel, Superintendent
Arthur Stewart, Board President
Donna Zariczny, Board Vice-President
Jack Werner, Board Member
Paul Yourchisin, Board Member
Tom Knapp, Board Member
Amanda Hetrick, Director
Amy Stewart, Director
Diane Martin, Director
Norbert Kennerknecht, Director
Jim Grosch, Director
Matt Jones, Administrator
Brian Collopy, Administrator
Melissa McLean, Recording Secretary
Buzz Felix - Auditor
Ben Klein (WTO)

1. Opening Activities

1.01 Call to Order

Mr. John Grant called the meeting to order at 7:51pm at the Warren County Career Center. He asked Donna Zariczny to sit in on the meeting in the absence of Jeff Lockett.

1.02 Public Comment - None

2. New Business

2.1 Citrix License & Maintenance Renewal

Discussion: Mr. Brian Collopy stated that Citrix is infrastructure software that the Technology Department uses to deliver applications and operating systems to students and faculty. It is central to our overall technology deployment strategy at the Warren County School District. Mr. Grant asked if dollars in paperwork are compatible with the budget and Mr. Collopy stated that they are compatible. Mrs. Zariczny questioned if the declining enrollment affect this and Mr. Collopy stated that the district gets some leniency from Citrix because we get a per user fee.

A yearly renewal for licensing and maintenance is required.

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

Motion: That the Board of School Directors approves the quote from Citrix for the amount of \$122,120.06 to renew yearly licensing and maintenance.

Attachments:

- 2.1 Warren County School District Renewal Quote
Executive Summary – Citrix License and Subscription
Advantage

3.0 Old Business

4.0 Informational Item

4.1 Financial Reports

Discussion: Presented for review.

Attachments:

- 4.1 Capital Project Reserve 11.27.11
Capital Projects
Electric Report – August 2011
Gas Report – August 2011
WEC Self Funding - October 2011
Treasurer's Report 11.16.11

4.2 Budget 2012-2013

Discussion: Mr. Buzz Felix, local auditor from Felix & Gloekler, P.C., presented some preliminary results for 2010-2011 audit. He stated that he was not going to present a full audit report until all of the audit field work was finalized. He pointed out that revenues are coming in over \$69 million and expenditures are at approximately \$70 million. When the final report comes out he expects a \$4.1 million fund balance. Property Tax collections have slowed down and income tax revenues are dropping to create the deficit for the budget. Mr. Grosch stated that 91.2% was budgeted for current real estate taxes which actually came in at a 89% collection rate. He felt that earned income was over estimated by \$300,000 and delinquent taxes by \$200,000 for 2010-2011.

Mr. Brandon Hufnagel presented the preliminary budget for 2012-2013 and where we anticipate being financially for the upcoming year. He stated the picture was grim, but he was optimistic that we can solve many issues. Budgeted revenue for next year is \$65,783,293 which uses the max we can increase millage without going to referendum. Brandon will be reviewing all contracts and programming to see where we can save money. The goal is to make up a million dollars and not take out of the fund balance by putting together a protocol for spending money and initiating a spending freeze in the district. Charter school deficit depends on three factors:

- ✓ Location
- ✓ If students use WCCC
- ✓ If students use LEC

Mr. John Grant would like to reconstruct the budget development timeline for both budget exception, as well as referendum, and recommended resolutions that are out there to see what some of these things might look like. He would like to have this available at the next Board meeting.

Attachments:

- 4.2 Budget Presentation
- Revenue Reconciliation Projections

5. Other

6. Closing Activities

- 6.01 Next Meeting Date – TBD at December 5th Board meeting
- 6.02 Executive Session – None
- 6.03 Adjournment – 8:55 pm

Respectfully Submitted,
John Grant, Chairperson
Mary Anne Paris
Donna Zariczny