

FINANCE COMMITTEE

MINUTES

November 19, 2012

WARREN COUNTY CAREER CENTER, LARGE CONFERENCE ROOM

**COMMITTEE MEMBERS PRESENT:**

Mr. John Grant, Chairperson  
Ms. Mary Anne Paris  
Ms. Nancy McDanel

**COMMITTEE MEMBERS ABSENT:**

Mr. Jim Grosch, Director

**OTHERS PRESENT:**

Mr. Arthur Stewart, Board President	Mr. Gary Weber, Director
Mr. Tom Knapp, Board Member	Ms. Patty Howley-Horner, Administrator
Dr. Paul Yourchisin, Board Member	Mr. Paul Leach, Administrator
Mr. Michael Zamborik, Board Member	Mr. Mike Kiehl, Administrator
Ms. Donna Zariczny, Board Member	Ms. Sue Turner, HR Supervisor
Mr. Jack Werner, Board Member	Ms. Ruth Huck, Secretary
Mr. Brandon Hufnagel, Superintendent	Ms. Melissa McLean, Secretary
Dr. Norbert Kennerknecht, Director	Mr. Josh Cotton, <i>Times Observer</i>
Ms. Amy Stewart, Director	Members of the Public

**1. Opening Activities**

**1.1 Call to Order**

The meeting was called to order at 7:51 p.m. by Mr. John Grant, Chairperson. Ms. Amy Stewart covered for Mr. Jim Grosch in his absence.

**1.2 Public Comment**

None

**2. New Business**

**2.1 Sungard – eSchool+ and Finance+ Licensing and Maintenance Renewals**

Discussion:

This is a continuation of existing contracts that we have for software we already use. Funding has been budgeted. Discussed the need to be sure the dates and dollar figures are accurate when it is brought to the Board next month.

Action:

The committee agreed to forward this to the Board for approval.

Motion:

That the Board of School Directors approves the quote from Sungard to renew licensing and maintenance contracts for the amount of \$69,138.18 for Eschool+ and for \$16,535.67 for Finance+ software.

**2.2 AppSense Licensing & Support Renewal**

Discussion:

AppSense Environmental Manager is infrastructure software that allows the Technology Department to make changes to a centralized platform that manage software deployments, user personalization, computer policies effecting each user's session and overall experience. This software is used in conjunction with Microsoft and Citrix's platform of server technologies to deliver the applications, files and access necessary for district operation. Discussed the need to have the motion include the dollar amount and be sure the agreement amount does not include sales tax when it is forwarded to the Board for approval.

Action:

The committee agreed to forward this to the Board for approval.

Motion:

That the Board of School Directors approves the quote from the AEC Group for AppSense Environment Manager for the amount of \$\_\_\_\_\_.

**3. Old Business - None**

**4. Informational Items**

**4.1 Financial Reports**

Discussion:

Mr. Grant informed the committee that as a new training informational tool, there will be 10-15 minute training sessions/reports in the upcoming committee meetings. This is intended to be a staple at each meeting, with the first topic to be Capital Reserve. The training for January will be zero-based budgeting, with some common definitions to be outlined.

**4.2 Elementary Reading Consumable Materials**

Discussion:

This information was brought forward to inform the committee of an opportunity we have from Houghton Mifflin Harcourt to allow us to receive a discount and deferred billing until next school year on consumable materials we currently use. Discussed the fact that we are rewriting the curriculum but are not ready to recommend a new series yet; therefore, we are reviewing the resources we have and determining what can be utilized in a different fashion.

Action:

The committee agreed this item should be forwarded to the Board for approval with the consent agenda.

Motion:

That the Board of School Directors approves the purchase of the attached textbooks proposal for the 2013-2014 school year from Houghton Mifflin Harcourt in the amount of \$22,783.32.

**5. Other**

**5.1 Budget Presentations**

Budget presentations by the building principals have been done for Board members. It was noted that they have been very well done, providing good information with both consistencies and inconsistencies among budgets, allowing the members to see the big picture.

**5.2 Committee / Reorganization**

Request to remain on specific committees as a representative was made. Mr. Stewart noted that a Board President would first have to be selected, then the traditional form would be used for interest in committee development.

**5.3 Central Office – Presentation of Budgets**

The date of November 29<sup>th</sup> was originally scheduled for central office administrators to present budget information to the Board. This date will be re-scheduled due to the many administrative changes that have occurred recently. A new date has not yet been scheduled.

**6. Closing Activities**

**6.1 Next Meeting Date**

The next committee meeting date will be determined at the Organizational Meeting on December 3, 2012.

**6.2 Executive Session**

None

**6.3 Adjournment**

Meeting adjourned at 8:10 p.m.