

## FINANCE COMMITTEE

### MINUTES

December 17, 2012

WARREN COUNTY CAREER CENTER, LARGE CONFERENCE ROOM

#### **COMMITTEE MEMBERS PRESENT:**

Ms. Mary Anne Paris, Acting Chairperson in Mr. Grant's Absence  
Ms. Nancy McDanel  
Mr. Tom Knapp, Substituting for Ms. Paris

#### **COMMITTEE MEMBERS ABSENT:**

Mr. John Grant, Chairperson

#### **OTHERS PRESENT:**

Mr. Arthur Stewart, Board President	Ms. Patty Hawley-Horner, Interim Director
Mr. Michael Zamborik, Board Member	Mr. Mike Kiehl, Administrator
Ms. Donna Zariczny, Board Member	Ms. Sue Turner, HR Supervisor
Mr. Jack Werner, Board Member	Mr. Brian Collopy, Administrator
Mr. Chris Byham, Solicitor	Mr. Matt Jones, Administrator
Mr. Brandon Hufnagel, Superintendent	Ms. Misty Weber, Administrator
Ms. Amy Stewart, Director	Mr. Erik Leamon, Administrator
Mr. Gary Weber, Director	Ms. Melissa McLean, Secretary
Mr. Jim Grosch, Director	Mr. Josh Cotton, <i>Times Observer</i>

### **1. Opening Activities**

#### **1.1 Call to Order**

The meeting was called to order at 9:05 p.m. by Ms. Mary Ann Paris, Acting Chairperson in the absence of Mr. John Grant, Chairperson. Mr. Tom Knapp substituted for Ms. Paris.

#### **1.2 Public Comment**

Question was asked as to when the Act 93 Committee would be meeting. The committee met last week and there will be a follow-up with the Act 93 leadership after the holiday break.

### **2. New Business**

#### **2.1 Budget Transfers and Adjustments**

##### Discussion:

Transfer is requested to move Access dollars into the proper account area.

##### Action:

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

Motion:

That the Board of School Directors approves the resolution and budget transfer in the amount of \$183,000.24 per the attached documents.

**2.2 Agreement to Accept Donations**

Discussion:

Several local businesses and individuals have committed to donate funds for a Director position for the WCCC. The Superintendent has met with Mr. Jim Decker of WCCBI to finalize an agreement to support this venture; it will be ready for the next Board meeting. If there are no concerns from the committee the Superintendent will get the posting out for the position before the next meeting.

Action:

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

Motion:

That the Board of School Directors approves the agreement to accept donations to fund the position for the Director of the Warren County Career Center.

**3. Old Business - None**

**4. Informational Items**

**4.1 Financial Reports**

Discussion:

No discussion. If there are any questions or concerns contact Mr. Grosch.

**4.2 2013-2014 Preliminary Budget**

Discussion:

Superintendent Hufnagel will have a preliminary budget in the Superintendent's Report in January. The Board will need to make a decision at that time whether the district: (a) is going to pass a resolution to not raise taxes above the index, or (b) publish a preliminary budget and leave the district the option of going above the index, if needed. The Superintendent suggested that by not recommending a motion, the Board would be required to publish a preliminary budget. Solicitor needs to advise whether a motion needs to come out of the Finance Committee to advertise the budget.

Action:

No action.

Motion:

No motion recommended.

**4.3 Capital Reserve**

At the last meeting Mr. Grant requested that brief training sessions be presented each meeting to help members understand various components of the budget. Mr. Grosch explained the workings of the capital reserve fund.

## **5. Other**

### **5.1 County Board of Appeals - Examination of Tax Exempt Properties**

**This topic was moved ahead of new business on the agenda.**

Discussion:

County Commissioners and WCSD Board members, with respective counsel, have met in executive session to discuss action initiated by the County Board of Appeals. The County Board of Appeals has undertaken an examination of all tax exempt properties in the county. In the process of doing this, the Board of Appeals has determined that some properties that previously were exempt are no longer exempt. It is predicted that some of those owners will appeal. If there are appeals, it is a decision for the courts to make (substance questions) and the question the district needs to clarify is whether the cost sharing (as referenced in Policy 4007 Real Estate Tax Assessment Appeal Intervenor) applies to the appeals in question.

Action:

There was no public comment and the committee agreed to forward this to the Board for approval.

Motion:

That the Board of School Directors hereby resolves that Policy 4007, and the District's associated cost sharing contribution, applies to those tax appeals pertaining to whether a business entity meets the legal requirements for tax exemption, but only after it has been determined that the issue of tax exemption is properly before the Court of Common Pleas.

### **5.2 Sandy Hook Elementary in Newtown, Connecticut**

- The Superintendent will follow-up on sending a card of sympathy to Sandy Hook Elementary School.
- Superintendent has met with all administrators addressing safety concerns and defining expectations.
- Communication will be prepared and distributed to inform families the students are safe.

### **5.3 Resolution Regarding Contacting State Government Pertaining to Budget**

Discussion:

The Committee recommends that a resolution be prepared and presented at the next Board meeting regarding contacting the state to do have them look at the state budget and deficits.

Action:

The committee agreed that a resolution should be prepared (using Forest Area School District's example) and forwarded to the Board for approval. This should be placed on the consent agenda.

**6. Closing Activities**

**6.1 Next Meeting Date – January 28, 2013 following PACCA at WCCC.**

**6.2 Executive Session**

None

**6.3 Adjournment**

Meeting adjourned at 9:42 PM.