

FINANCE COMMITTEE

MINUTES

November 20, 2017

WARREN COUNTY CENTRAL OFFICE, SCHOOL BOARD CONFERENCE ROOM

COMMITTEE MEMBERS PRESENT:

Mr. Paul Mangione, Chairperson
Mr. Joseph Colosimo
Mr. Arthur Stewarts

COMMITTEE MEMBERS ABSENT:

None

OTHERS PRESENT:

Ms. Amy Stewart	Mr. Michael Zamborik	Ms. Marcy Morgan
Dr. Patty Hawley	Ms. Ruth Huck	Mr. Eric Mineweaser
Ms. Donna Zariczny	Mr. Jim Grosch	Mr. Mike Kiehl
Mr. John Werner	Mr. Gary Weber	Mr. Matt Jones
Mr. Thomas Knapp	Ms. Rhonda Decker	Ms. Melissa McLean
Mr. Rick Gignac	Mr. Brian Collopy	Mr. Brian Ferry – WTO Representative
	Ms. Louise Tharp – WCEA Representative	Approximately 0 Members of the Public Present
		Mr. Buzz Felix – Felix & Gloekler P.C.

1. Opening Activities

1.1 Call to Order

Meeting was called to order at 9:04 p.m. by Mr. Paul Mangione, Chairperson.

1.2 Public Comment

None

2. Old Business

2.1 Other

None

3. New Business

3.1 WCCBI Community Profile Directory

Discussion: The Warren County School District does this annually.

Motion: That the Board of School Directors approves the contract for a half-page ad for inclusion in the WCCBI Community Directory as presented.

Action: Forward to Board Meeting on December 4, 2017

3.2 Budget Transfer

Discussion: The state has determined three functions that we can use for tuition reimbursement. This budget transfer is to comply with PDE.

Motion: That the Board of School Directors approve the Resolution and Budget Transfer in the amount of \$100,000.00.

Action: Forward to Board Meeting on December 4, 2017

3.3 Budget Adjustment

Discussion: Increased revenue from Medicaid and corresponding expenditures.

Motion: That the Board of School Directors approve the Resolution and Budget Adjustment in the amount of \$10,608.69.

Action: Forward to Board Meeting on December 4, 2017.

3.4 Buzz Felix of Felix & Gloekler to Present 2017 Audit

Discussion: Mr. Felix from Felix & Gloekler, P.C. presented to the Board of School Directors the 2017 audit. The Auditor is required to come in and review records and perform verifications from the District.

Mr. Felix stated that nothing of concern was found. The audit has to be available for 30 days for public inspections. Mr. Felix will advertise in the newspaper for us as required by law.

Motion: That the Board of School Directors accepts the Audit Report as submitted by Felix & Gloekler, P.C., for the year ended June 30, 2017.

Action: Forward to Board Meeting on December 4, 2017.

3.5 Food Service Equipment Grant

Discussion: If we received, this grant will significantly help food and production lines at Sheffield. The grant application was due on Friday, November 17, 2017. The grant was submitted by the due date which due to timing was before Board approval.

Motion: That the Board of School Directors approves the Food Service Equipment Grant application, as attached.

Action: Forward to Board Meeting on December 4, 2017.

3.6 Fraud Check Software Purchase

Discussion: The Federal government has put a lot of pressure on public entities to have guidelines for purchases with federal monies. Mr. Jones spoke to the Board about the Uniform Grant Guidelines that we are obligated to provide certain checks and balances with how we use our grant monies.

Motion: That the Board of School Directors instructs the administration to purchase and install the Fraud Check software for use in meeting Uniform Grant Guidance requirements for federal grant awards.

Action: Forward to Board Meeting on December 4, 2017.

4. Informational Items

4.1 Financial Reports

Discussion: Contact Mr. Jim Grosch if there are any questions or concern with any of the reports.

4.2 Budget Timeline

Discussion: Mr. Grosch presented the budget timeline to the Board.

4.3 Rough Cut Budget

Discussion: Mr. Grosch presented the rough cut budget to the Board.

Administration stated that as part of Jim's timeline, it is Board policy that a rough cut budget must be presented in November. This is an important directional document to determine if we are going above the index or not above the index. Projections shows local revenue is going down, state revenue is going up slightly, and federal dollars are anticipated flat.

In column C, "unaudited 16-17" has since been audited and there are no changes in the numbers. Revenue came in approximately 5% better than projected. One of the reasons is a one-time recovery of funds due to PlanCon money in the amount of \$1.5M.

WCSD staff has done a nice job of evaluation needs of purchases versus wants. The Board is making great decisions in purchases being made.

During the budget process for 2017-2018 it was anticipated that we would have \$3 million for fund balance and we ended with \$3.5 million; of the \$3.5 million, \$2.9 million is committed for various projects. The uncommitted fund balance is 4.3%. The limit from the state is 8%.

Assessed values of properties this year is only going up \$400,000.00. The assessed value of the community is not growing which impacts our dollars. The Allegheny Forest revenues continue to decline.

No increase in millage anticipated in this model. The Board will have to make that decision. The last millage increase was in 2016-2017. Over the past 8 years the Board has increased the millage 5 times.

All state funding in the rough cut budget is flat. The state revenues going up is a direct correlation to payroll costs. Federal funds have been left flat.

Administration intends to bring a resolution to the December 4th, 2017 Board meeting that the Board will not go above the index. The Board will vote yes or no to provide Administration direction.

A Board member asked Administration if the Board will have the 7-year plans current and updated.

Administration stated that those documents are fluid and ongoing for improvement. Normally we look at those at the January committee meeting. Administration is currently working on those plans.

4.4 Grant Report

Discussion: The grant report shows the approved and awarded grants. Contact Mr. Matt Jones if there are any questions or concerns with any of the information on the report.

5. Other

5.1 Other

Discussion: Mr. Stewart wanted to thank Mr. Grosch for having the documents in order to get the budget done. Mr. Grosch expressed that his staff is incredible and works very hard to get all of that done and the thank you goes to them.

6. Closing Activities

6.1 Next Meeting Date

To Be Announced

6.2 Executive Session

None

6.3 Adjournment

Meeting adjourned at 9:52 p.m.