

FINANCE COMMITTEE

MINUTES

April 25, 2022

WARREN COUNTY CENTRAL OFFICE, SCHOOL BOARD CONFERENCE ROOM

COMMITTEE MEMBERS PRESENT:

Mr. Arthur Stewart, Chairperson

Mr. Cody Brown

Mr. Jeffery Dougherty

COMMITTEE MEMBERS ABSENT:

None

OTHERS PRESENT:

Ms. Mary Passinger

Mr. Paul Mangione

Ms. Amy Stewart

Mr. Jim Grosch

Mr. Joseph Colosimo

Ms. Erika Alm

Ms. Heather Stover

Ms. Lynn Shultz

Mr. Brian Reynolds

Mr. Joshua Vincent

Ms. Patricia Mead

Ms. Ruth Huck

Mr. Rick Gignac

Mr. Kevin Lindvay

Mr. Glenn Smith

Ms. Lisa Smith

Mr. Gary Weber

Ms. Jennifer Dilks

Mr. Mike Kiehl

Ms. Misty Weber

Mr. Eric Mineweaser

Ms. Leslie Bloomgren

Ms. Donna Zariczny

Ms. Amy Beers

Ms. Kylie Harris

Ms. Shelly Wagner

Ms. Marcy Morgan

Mr. Brian Ferry, Warren Times Observer

10 Members of the Public

1. Opening Activities

1.1 Call to Order

Mr. Arthur Stewart, Chairperson called the meeting to order at 7:37 p.m. Melissa Kingen, the regional manager for The Nutrition Group began a presentation at the beginning of the PACCA Committee meeting at 6:15 pm.

1.2 Public Comment

None

2. Old Business

2.1 Other

None

3. New Business

3.1 Depositories for Fiscal Year 2022-2023

Discussion: Normal approval request for depositories for the new school year.

Motion: That the Board of School Directors approve the depositories for fiscal year 2022-2023 as follows: Northwest Savings Bank, PNC Bank, PLGIT (Pennsylvania Local Government Investment Trust), Manufacturers and Traders Trust Company, KeyBank, PSDLAF (Pennsylvania School District Liquid Assets Fund), BB&T Government Finance, Wilmington Trust, Wells Fargo Bank, N.A.

Action: Forward to May meeting.

3.2 Budget Transfer in Preparation of 2021-2022 Audit

Discussion: An annual request that we ask of the Board to approve that we make budget transfers after the fiscal year or before and bring them to the Board meeting after they have been done. This is in preparation of the 2021-2022 annual audit.

Motion: That the Board of School Directors directs and authorizes the Director of Business Services, after June 30, 2022, to make budget transfers applicable to the 2021-2022 fiscal year, as necessary, in preparation of the 2021-2022 annual audit, with the understanding that all such transfers shall be presented to the Board for approval/ratification at a subsequent meeting.

Action: Forward to May meeting.

3.3 Food Service Management Company (FSMC) Renewal for 2022-2023

Discussion: The Food Service Management Company and Administration are working on a renewal for the 2022-2023 school year. Five options were provided to the Board of School Directors. After discussion it was decided to settle on the fifth option that will provide free meals to all students in the district with approximately an additional \$30,000.00 net dollars as compared to the most previously used CEP option.

Motion: That the Board of School Directors instructs Administration to prepare the FSMC Renewal for the 2022-2023 school year to be submitted to PDE for approval.

Action: Forward to May meeting.

3.4 Kitchen Equipment Bid

Discussion: Kitchen equipment for Warren Area Elementary School, Beaty Warren Middle School, and Youngsville Middle High School.

Motion: That the Board of School Directors (i) approves the purchase of a two Combi-ovens for Warren Area Elementary School in the amount of \$35,928.35, for Beaty Warren Middle School in the amount of \$35,928.35, and a half size Combi-oven for Youngsville Middle High School in the amount of \$23,344.02; (ii) directs that Food Service Equipment Grants in the estimated amount of \$68,444.33, if received, be used toward the purchases; and (iii) authorizes the use of additional food service/cafeteria funds to complete the purchases in the event that all, or any portion, of the grant funds are not received.

Action: Forward to Special Board Meeting.

3.5 Legacy Club

Discussion: Requested new club to be added to Warren Area High School Activity Account.

Motion: That the Board of School Director's approves the establishment of the Legacy Club and that it be added to the Warren Area High School Activity Account, as presented.

Action: Forward to May meeting.

3.6 STEM Academy Club

Discussion: Requested new club to be added to Warren Area High School Activity Account.

Motion: That the Board of School Director's approves the establishment of the STEM Academy Club and that it be added to the Warren Area High School Activity Account, as presented.

Action: Forward to May meeting.

4. Informational Items

4.1 Financial Reports

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

4.2 Grant Report

Discussion: Contact Mr. Matt Jones if there are any questions or concern with the report.

4.3 Summer Food Update

Discussion: The district is planning to run Summer Food again this year at Beaty Warren Middle School.

4.4 Budget Discussion

Discussion: Adjustments were made to the revenue and ESSER dollars. Reduced revenue by \$195,000.00 while expenses increased by \$41,000.00. These changes will make an approximate \$150,000.00 change to the budget.

4.5 Budget Timeline

Discussion: Presented to the Board to see the progress and upcoming deadlines for the budget. The proposed final budget will be presented on May 9th.

4.6 The Nutrition Group - Newsletter

Discussion: The monthly newsletter from the Nutrition Group.

4.7 Other

Discussion: The bond refunding has come to a standstill as the bond rates are going up.

5. Other

1.1 Other

Discussion: None

6. Closing Activities

6.1 Next Meeting

Monday, May 23, 2022, following PPF

6.2 Executive Session

None

6.3 Adjournment

Meeting adjourned at 8:08 p.m.