



## FINANCE & FACILITIES MEETING MINUTES

Friday, December 6, 2019

Committee Members: Ray Egbert, Chair  
Laura Simon, Carol Hample, Tom Wallace

Administrative Staff: Dr. Jonathan Hart, Superintendent  
Jason Bohm, SBA/Board Secretary  
Don Race, Facilities Manager (Items 2 and 3)  
Jim Belske, IT Coordinator (Items 2 and 3)

### 1. 2018-19 Financial Audit

Bill Colantano and Jonathan Weiss of BKC CPA's presented a summary of the financial audit. The Audited Financial Statements will be completed upon receipt of the final State provided pension amounts.

Summary Items noted:

- The General Tax Levy increased from the prior year by 4.9%. This is more than the State cap of 2% because of the use of prior banked cap. The banked cap for the 2020-21 budget year will be minimal.
- State Aid increase by 12.48% (\$213,773) from the prior year.
- Overall Expenditures decreased by 0.72% (\$243,173). Most categories presented at a high level increased less than 10%. Out of District Tuition increased 10.2% (\$99,546) due to an increase in out-of-district placements of special needs students.
- Capital Outlays increased by 54.05% (\$465,341) due mainly to RMS bathroom renovations.
- Debt service principal payments decreased by 55.7% (\$1,880,000) due to the expiration of three debt issuances.
- The excess funds that remained at 6/30/19 allowed the District to contribute additional funds to the Capital Reserve account of approximately \$850,000, \$8,600 to the Emergency Reserve and \$200,000 to the maintenance reserve.
- The average daily enrollment in 2018-19 was 1,490 which reflects a 29% decrease over a ten-year period and a five-year decrease of 15%.
- There were two audit recommendations. The first related to extraordinary state aid to ensure that the state reports are reviewed after data entry. The second related to the student activity funds to ensure proper approvals of expenditures.

### 2. 2019-20 Capital Projects

- a. Vestibules
  - i. The Committee discussed the project status.

### 3. 2020-21 Capital Projects

- a. HBS gymnasium – On November 8<sup>th</sup>, the air and floor were tested. The report stated no mercury vapors in the air and minimal trace mercury levels from the floor samples. The report concluded no identifiable hazard to children with respect to exposure to mercury vapors. The Committee expressed a desire to request a TCLP test to ensure no mercury volatility exist. If this test is negative, no further action would be deemed necessary.

- b. IT Department Proposed Projects - The Committee reviewed the proposed items related to the smart board refresh needed at RMS. The current smart boards utilize Windows 7 which will no longer be supported. The new smart boards will have Windows 10 along with newer projectors. The estimated budget amount is \$250,000. This project will be listed on the Long Range Facilities Plan (LRFP) expected to be presented in January 2020.
- c. Facilities Department Proposed Projects - The priority project is deemed to be the boiler replacement at TBS. The architects are awaiting engineering specifications to obtain a cost estimate. No recommendations currently.
- d. Long Range Facilities Plan – SSP Architects is continuing completing the Plan for BOE approval in January 2020.

**4. Bus Driver Salary Guide for the 2020-21 School Year & Onward**

The Committee reviewed the proposed salary guide changes. After discussing, Mr. Bohm will present a revised version to the Committee in January 2020. No recommendation currently.

**5. Board Goals/District Goals**

No discussion regarding the Board Goals 2, 3, and 6 which relate to Finance and Facilities.

**6. Finance Agenda Items**

Items are normal in nature except for the PILOT resolution. The Committee is recommending approval for all.

**7. Bills List**

The List contains standard items.

**8. Next meeting is scheduled for January 13, 2020 at 9:30 a.m.**