

Plum Borough School District

Finance Committee Meeting Agenda For September, 2013

(Meeting #3 – 2013-14)

Plum Borough School District
Finance Committee Meeting Agenda
September 2013

MEETING DATE: Tuesday, September 17, 2013

TIME: 6:00 PM

LOCATION: High School Cafeteria Conference Room

COMMITTEE MEMBERS: Mr. Dowdell, Chair; Mr. St. Leger and Mr. Zucco; Committee Members

ADMINISTRATIVE REPRESENTATIVES: Mr. Marraccini, Dr. Glasspool, Dr. Rossi and Mr. Brewer

SOLICITOR: Mr. Price of Andrews and Price

I. Call Meeting To Order.

II. Citizens Comments:

- A. On agenda items
- B. On non-agenda items.

III. Invited Guests: Ms. Rose Harr, Keystone Collection Groups, VP of Client Relations
Ms. Harr will discuss delinquent EIT Collections.

IV. Agenda Action Item Discussions:

- 1. Treasurer's Report:** Approve Treasurers' Report for the month of August 2013. Report was electronically sent to board members prior to the meeting for their review.
- 2. Ratify acceptance of equipment donation.** Administration recommends ratification approval of the acceptance of equipment donated to Block Junior High School Technology Education Department by 4th River Aquaponics LLC, 2580 Smallman Street, Pittsburgh, PA on August 13, 2013. List of the equipment attached. Values exceed \$25.00. **See Attachment #1**
- 3. Request to create of new student activity account.** Mr. Nicholas Oto is requesting the creation of a new student activity for the Plum Track and Field Team. **See Attachment #2**
- 4. Ratify approval for the purchase of three (3) new buses from Blue Bird Bus Sales of Pittsburgh.** Administration recommends the ratification for the purchased of one (1) new 2013 and two (2) new 2014 forty-eight (48) passenger school buses from Blue Bird Bus Sales of Pittsburgh in the total amount of \$246,518. Additionally, the District received a parts credit in the amount of \$2,888.00. Prices were piggy-backed from another school district recent purchase process. G.O.B. Funds were used for the purchase of the buses. No trade-in involved in these purchases. **See Attachment #3.**
- 5. Ratify approval for the disposal of four (4) unusable and obsolete school buses for scrap value.** Administration recommends ratification of the disposal of four (4) unusable and obsolete buses that were striped for parts and sold for scrap metal value to Hlozник's Auto Salvage Company on August 29, 2013 for \$5,183.00. **See Attachment #4**

6. Approve Construction Invoices (G.O.B.). Administrative recommends approval of construction invoices for the month of September received after the Facilities Committee Meeting as attached.

IV. Informational Discussion Items:

1. Discuss Real Estate Tax Collector's Report for the month of August 2013. **See Attachment #4**
2. Discuss Delinquent and Current Earned Income Tax (EIT) collections for August 2013.
 - A. Delinquent Collections: Discuss Plum Borough Delinquent Earned Income Tax Collector's Reports for the month of August 2013. **See Attachment #5**
 - B. Current Collections: Discuss the Keystone Collection Group's Earned Income Tax Collection Report through from January 1 to August 31, 2013. **See Attachment #6**
3. Discuss Monthly Revenues and Expenditures Comparison Graphs for the month of August 2013. **See Attachment #7**
4. Unofficial Act 1 Index Estimate for 2014-15. PASBO announced the unofficial Act 1 Index for 2014-15 is anticipated to be 2.1%, up from 1.7%. (18.758 mills X .021 = .394 mills) **See Attachment #8**
5. RFP updates. The Board directed Central Administration to prepare Request for Proposals (RFP) for the following services:
 1. Insurance Brokerage Services - Draft copy of RFP attached for review. **See Attachment #9**
 2. Independent Auditing Services – Draft copy in progress – incomplete at this time.
 3. Banking and Investment Services – To be completed for October Finance Committee Meeting.

V. New Business Roundtable.

VI. Next scheduled Finance Committee Meeting:

VII. Motion to adjourn.