

Plum Borough School District

Finance Committee Meeting Agenda For February 2014

(Meeting #8 – 2013-14)

**Plum Borough School District
Finance Committee Meeting Agenda
February 2014**

MEETING DATE: Tuesday, February 18, 2014

TIME: 6:00 PM

LOCATION: High School Cafeteria Conference Room

COMMITTEE MEMBERS: Mr. McGough, Chair; Mr. Dowdell and Mrs. Stepnick; Committee Members

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

SOLICITOR: Mr. Price of Andrews and Price

I. Chairperson Calls Meeting To Order.

II. Citizens Comments:

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

III. Invited Guests: None

IV. Agenda Action Item Discussions:

- 1. Treasurer's Report:** Approve Treasurers' Report for the Month of January 2014. Report was electronically sent to board members prior to the meeting for their review.
- 2. Budget Transfer Request: To Follow.**
- 3. Construction Invoices:** Recommend approval of five New Holiday Park Elementary Project construction in voices received after the Facilities Committee Meeting. See Attachment.
- 4. Motion to continue participation in the Western Pennsylvania Natural Gas Consortium.** It is recommended that the Board of Directors authorize Plum Borough School District to continue participation in the Western Pennsylvania Natural Gas Consortium for the purchase of natural gas for up to a three year term commencing with service after the final meter read date in August 2015. Final basis (transportation) price will be below current rate and will be determined from competitive quotes. See Attachment.

IV. Informational Discussion Items:

- 1. Discuss Current Real Estate Tax Collector's Report for the month of January 2014 (6111).** See Attachment.
- 2. Discuss Delinquent and Current Earned Income Tax (EIT) collections for January 2014:**
 - A. Delinquent EIT Collections (6461):** Discuss Plum Borough Delinquent Earned Income Tax Collector's Reports for the month of January 2014. See Attachment.
 - B. Current EIT Collections (6151):** Discuss the Keystone Collection Group's Earned Income Tax Collection Report through from January 1 to January 31, 2014. See Attachment.
- 3. Discuss Monthly Revenues and Expenditures Comparison Graphs for the month of January 2014.** See Attachment.

4. RFP updates. The Board directed Central Administration to prepare Request for Proposals (RFP) for the following services:

1. Insurance Brokerage Services – Both companies will be notified to solicit quotations for various insurance packages from unassigned markets upon receipt of loss runs.

2. Independent Auditing Services – In progress.

3. Banking and Investment Services – District solicited proposals from RBC Wealth, S&T Bank, PNC Bank and PLGIT. Two proposals have been received. Results will be sent upon receipt from the two outstanding companies.

5. 2014-15 Preliminary General Fund Budget (Fund 10) Revenues and Expenditures updates.

- Governor announced basic educational and special education funding last week.
- Discuss general contingency fund (5910-840), current at \$50,000.

V. New Business Roundtable.

VI. Next scheduled Finance Committee Meeting: March 18, 2014

VII. Motion to adjourn.