

**Plum Borough School District
Finance Committee Meeting Agenda
April 2013**

MEETING DATE: Tuesday, April 23, 2012
TIME: 6:00 PM
LOCATION: Oblock Junior High School Auditorium
PURPOSE: Discuss District's Financial Matters
COMMITTEE MEMBERS: Mr. Kevin Dowdell, Chairperson
Mr. John St. Ledger and Mr. Richard Zucco; Committee Members
Administrative Representatives: Mr. Marraccini, Director of Business Affairs
Dr. Glasspool, Superintendent of Schools

I. Call Meeting To Order.

II. Citizens Comments:

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

III. Invited Guests:

- 1. Mr. Ed Mertz of Hosack, Specht, Muetzel & Woods LLP, the District's Independent Auditors will review and discuss the 2011-12 Financial Report. An electronic copy of the DRAFT was sent to board members.
- 2. Mr. Cliff Pastel of Eckert, Seamans, the District's Bond Counsel, will discuss the upcoming refinancing and additional borrowings for the New Holiday Park Elementary Project.

IV. Agenda Action Items:

- 1. **Recommend approve of the Treasurer's Report for the month of March 2013.** Report was sent electronically to the board members prior to the meeting for their review.
- 2. **Recommend approve Budgetary Transfers for the month of April 2013.** Budget transfers for the month of April will be sent to the board members prior to the meeting. Attachment to follow.
- 3. **Recommend approval for the creation of a new activity club to be named "Running Mustangs Elementary District Running Program".** The program has approximately 149 participants. The account is needed to manage the fees charged and expenditures (cost for t-shirts and water bottles) for the club's participants. This sponsor will be Mr. Jay Marston (unpaid sponsor). **See Attachment #1.**

4. **Recommend approval of approve of proposal from Hawley Consulting Group for the GASB 45 OPEB valuation.** This report is mandatory for the annual financial report. Mr. Hawley's is the amount of \$6,500 (same as two previous proposals). **See Attachment #2**
5. **Recommend approval to solicit bids for emergency repairs to exterior sewer line on the Old Pivik site.** It was recently discovered the exterior sewer line for the Old Pivik and the New Pivik schools located behind the Old Pivik Building is damaged and backing up. Administration is seeking permission to solicit three quotations for the repairs and submission of appropriate documentation to PDE for emergency repairs approval. The current sewer line conditions, with both buildings in operation could potential cause major back-ups.
6. **Recommend authorization to close the GOB 2001-02 GOB Account (Fund 24) checking account.** The account balance is zero (\$0) and is no longer necessary. **Please refer to the Treasurer's Report – Page 1 – item #3.**

V. Informational Discussion Items:

1. **Discuss Current Real Estate Tax Collector's Report for the months of March 2013.** Mr. Schlegel presented his report for the Month of March 2013. To date, \$25,398,440 or 95.4% of the collectable amounts has been collected. **See Attachment #3**
2. **Discuss Current EIT and Delinquent EIT and LST tax collections for March 2013.**
 - A. **Keystone Collections Group - Current Earned Income Tax (EIT) collections report the month of March 2013. See Attachment #4-A**
 - B. **Plum Borough Delinquent Earned Income Tax/LST Collector's Report for the month of March 2013. See Attachment #4-B**
3. **Discuss Monthly Revenues and Expenditures Comparison Graphs for the month of March 2013. See Attachment #5**
4. **Discuss Substitute Rates for 2013-14. See Attachment #6**
5. **Discuss updated 2013-14 Draft of the Preliminary General Fund Budget as of April 23, 2013.** An electronic copy was sent to Board Members on Friday, April 19, 2013 for their review.

VI. New Business Roundtable.

VII. Next scheduled Finance Committee Meeting: May 22, 2013

VIII. Motion to adjourn.