

# **Plum Borough School District**

## **Finance Committee Meeting Minutes For April 2016**

**(Meeting #10 – 2015-16)**

# Plum Borough School District Finance Committee Meeting Minutes April 2016

**Meeting Date:** April 19, 2016  
**Location:** Plum Senior High School Cafeteria Conference Room  
**Purpose:** Discuss District Financial Matters for the Month of April 2016  
**In Attendance:**

- **Committee Members** Mr. Colella, Chairperson; Mr. Schlauch, Committee Members
- **Board Members:** Mr. Dowdell, Mr. Zucco, Mrs. Roessler, Mr. Rogers, and Mrs. Gallagher
- **Administrative Representatives:** Mr. Marraccini, Dr. Glasspool, Dr. Rossi, and Mr. Brewer
- **Solicitor:** Mr. Lee Price, firm of Andrews and Price LLC

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**I. Call meeting to order:** Mr. Colella called meeting to order at 6:00 PM.

**II. Citizens Comments:**

- A. On agenda items. None
- B. On non-agenda items. None

**III. Invited Guests:** None

**IV. Agenda Action Item Discussions:**

1. **Recommend approval of the Treasurer's Report:** Report for the month of March 2016 was sent electronically to board members prior to the meeting for their review.

**Committee Recommendation:** Move to Public Meeting Agenda

*Committee members asked if we will have sufficient funds to meet the April 29<sup>th</sup> payroll and Mr. Marraccini indicated that the District has not been notified when State funding will occur. District may need to draw on the S&T Bank RAN (Revenue Anticipation Note) approved earlier.*

2. **Recommend adoption of a Resolution urging the Commonwealth of Pennsylvania General Assembly and Governor to fulfill its PlanCon reimbursement Obligations to school districts.** Although the 2015-16 State Budget Impasse has been resolved, the distribution of funding has not been sorted out at the state level so districts are not receiving the approved funding at this time.

**Committee Recommendation:** Move to Public Meeting Agenda

3. **Recommend accepting a \$500 grant/donation from 2inspire for Plum High School SADD Club.** The purpose of the grant is to fund youth-led groups / clubs that promote positive choices and aim to reduce drug and alcohol use.

**Committee Recommendation:** Move to Public Meeting Agenda

4. **Recommend approval to sell three (3) obsolete rifle team rifles.** Administration recommends the sale of three (3) obsolete Anschutz Model 1903 rifles for \$500.00 each / \$1,500.00 total to Mr. James Pattock of Plum Borough, the buyer. Rifles bear the following serial numbers: 3064694, 3065955, 3066111. Additionally, the buyer is required to sign a hold-harmless agreement prepared by district's solicitor as a condition of sale prior to acceptance of payment.

**Committee Recommendation:** Move to Public Meeting Agenda

5. **Recommend approval from the creation of a new Student Activity Account for Secondary Life Skills Classroom.** The account will be under the direction of Gina Sciulli, effective immediately. This item was moved from Informational review section of the agenda.

***Committee Recommendation:*** Move to Public Meeting Agenda

6. **Recommend acceptance of proposal from Liberty Mutual Insurance Company, the District's insurance carrier.** Proposal is for a not to exceed a 3.3% rate increase for all product line except workers' compensation, which will go to the marketplace for competitive bids.

**V. Informational Review Items:**

1. Review Real Estate Tax Collector's Reports for the months of March 2016, as presented. Committee reviewed report and compared collections to prior years.
2. Review Keystone Collection Group's Current (6151) and Delinquent Earned Income Tax (6461) (EIT) and Local Service Tax (6143) (LST) Collections Report for the month of March 2016, as presented. The report is on a calendar year basis and appears to meet or exceed budgeted amounts for 2015-16.
3. Review Monthly Revenues and Expenditures Comparison Graphs for the month of March 2016, The report and graphs were not included and will be sent out t the board members for their review on April 20, 2016.
4. Discuss A.J. Gallagher & Co.'s 2016-17 (Mike Gleason, VP) insurance renewal suggestions for property, liability and school board liability through Liberty Mutual and for workers' compensation insurance for fiscal year 2016-17. Liberty Mutual is offering the District renewal a 3.3% increase for all lines of coverage, except workers' compensation, which will go out for competitive quotes.

***Committee Recommendation:*** Move to Public Meeting Agenda

5. Discuss 2016-17 General Fund Budget (Fund 10) and PlanCon reimbursement discussions.

**V. New Business Roundtable Discussion.**

**VI. Next scheduled Finance Committee Workshop:** April 6, 2016 at 6:00 PM

**VII. Motion to Adjourn.** Committee motioned to adjourn at 8:27 PM. Mr. Price announced that an Executive Session Meeting will take place following this meeting.

Minutes prepared by:  
Eugene J. Marraccini, Director of Business Affairs