

# **Plum Borough School District**

## **Finance Committee Meeting Agenda For March 2014**

**(Meeting #9 – 2013/14)**

**Plum Borough School District  
Finance Committee Meeting Minutes  
MARCH 2014**

**MEETING DATE:** Tuesday, March 18, 2014

**TIME:** Follows the Town Finance Meeting that starts at 6:00 PM

**LOCATION:** Oblock Auditorium

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

**BOARD MEMBERS:** Mr. Tommarello, Mr. Colella, Mrs. White, Mrs. Gallagher, Mr. St. Leger, Mr. Zucco

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

**SOLICITOR:** Mr. Giglio of Andrews and Price

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**I. Chairperson calls meeting to order.** Mr. McGough called the meeting to order at 7:27PM

**II. Citizens Comments:**

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

**III. Agenda Action Item Discussions:**

- 1. Treasurer's Report:** Approve Treasurers' Report for February 2014. Report will be electronically sent to board members prior to the meeting for their review.

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

- 2. Approve the 2014-15 Allegheny Intermediate Unit budget.** Board members were sent an electronic copy of the budget for their review. Mr. Zucco asked if AIU was making cuts. Dr. Glasspool will ask AIU to attend a future meeting.

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

- 3. Approve Overnight Field Trip:** Recommend approval for JROTC students and instructors to travel to Washington, DC from April 24-26, 2014.

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

**4. Accept the following donations:**

- a. Recommend approval to accept, from family and friends, a donation of \$1,255.00 in memory of Angeline Johnson, retired teacher, for library books at Center Elementary School
- b. Recommend approval to accept donations to PHS for the electric car project in Martin Griffith's Technology, Robotics, and Engineering Classes – Michael Podobnik, Teletrix Corporation - \$350; Ryobi Limited - \$950
- c. Recommend approval to accept donations for PBSB Libraries from Kings Restaurant Plum - \$219.45 and Plum Chamber of Commerce - \$65.00

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

**IV. Informational Discussion Items:**

- 1. Discuss Monthly Revenues and Expenditures Comparison Graphs for the month of February 2014.** See Attachment.
- 2. Discuss funding of \$3,850 for dirt and rocks; requested by Baseball Boosters at Facilities Committee Meeting.**

**3. Discuss elimination of \$40,800 revenue contribution (6690) from the Food Service Department for shared costs to General Fund 10 as discussed at the Food Service Committee Meeting.**

**V. New Business Roundtable.**

- Mr. Dowdell asked if there were any new budget updates. Dr. Glasspool explained that he attended a Superintendents' Conference recently and the AIU had nothing new to present. He indicated that the District received one additional teacher retirement that would save over \$73,000 in 2014-15. Mrs. Stepnick asked if a running summary of the budget could be presented at the next Finance Meeting. Administration indicated it would do so in Excel format then make any approved changes in ProSoft.
- Mr. McGough suggested we investigate the feasibility of an energy audit for electricity and natural gas as these cost items are increasing due to new construction, weather and energy costs.
- Mrs. Stepnick indicated she requested the cost comparison of Kelly Staffing Services for substitutes vs. in house operation and cost variances for sub-contracting daily transportation routes vs. in house transportation.
- Finance Committee asked if the funds transferred into the Post War Project Capital Reserve Fund could be used to partially fund the debt service payments scheduled for 2014-15 which are slightly over \$4,000,000. Administration will consult with the Solicitor and Bond Counsel and report back to the Board.
- Board members suggested additional finance committee meetings be scheduled in April.

**VI. Next scheduled Finance Committee Meeting: TBD**

**VII. Motion to adjourn.** Meeting adjourned at 9:32PM.

It was announced that the Board would be meeting in Executive Session this evening.

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