

Plum Borough School District

Finance Committee Meeting Agenda For September 2014

(Meeting #3 – 2014-15)

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

Meeting Date: September 23, 2014
Time: 6:00 PM
Location: Plum Senior High School Board Room
Purpose: Discuss District Financial Matters for the Month of August 2014

In Attendance:

Committee Members: No committee members were present
Board Members: Mr. Colella, Mrs. Gallagher, and Mrs. White
Administrative Representatives: Mr. Marraccini, Dr. Glasspool, Dr. Rossi and Mr. Brewer
Solicitor: Mr. Lee Price, Solicitor, Andrews and Price

I. Call meeting to order. Mrs. White, Acting Chairperson, called meeting to order at 6:02 PM

II. Citizens Comments:

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

III. Agenda Action Item Discussions:

- 1. Treasurer's Report:** Approve Treasurer's Report for the Month of August 2014. Copy of the Treasurer's Report was sent to committee and board members electronically prior to the meeting for their review.

Committee Recommendation: Move to Public Agenda

- 2. Budget Transfers:** None, it was noted that the School Code does not permit any budgetary transfers within the first 90 days of the new school year (July 1st).

- 3. Approve Construction Invoices as presented.** Construction invoices received after the Facilities Meeting of 9/16/14 were presented for review and payment. Mr. Marraccini noted the new invoices that were being presented at this time were listed separately from those invoices previously reviewed at the Facilities Meeting.

Committee Recommendation: Move to Public Agenda

- 4. Discuss candidates for 2015 PSBA officers and at-large representative. The following candidates are running:**

President-elect
Kathy K. Swope* - Lewisburg Area SD (Union Co.)
Charles H. Ballard - East Penn SD (Lehigh Co.)

Vice President
Mark B. Miller* - Centennial SD (Bucks Co.)

Treasurer
Otto W. Voit III* - Muhlenberg SD (Berks Co.)

At-Large Representative
Daniel J. O'Keefe* - Northgate SD (Allegheny Co.)

*Designates the endorsed candidate

Committee Recommendation: Move to Public Agenda

IV. Informational Items:

- 1. Review Real Estate Tax Collector's Report for the month of August 2014 prepared by Mr. Schlegel.**
A copy of Mr. Schlegel's Tax Collector's Monthly Report for District's collections from July 1 through August 31, 2014 was presented.
- 2. Review Earned Income Tax (EIT) Collection Reports for August 2014 prepared by Keystone Collections.**
A copy of Keystone Collections' Report summary page for the month of August 2014 and year-to-date data from January 1 through August 31, 2014 was presented. Mr. Marraccini noted that the current earned income tax collections are on target to meet or exceed the projected budgeted EIT amounts for 2014-15.
- 3. Review Revenues and Expenditures Comparison Graphs for the month of August 2014.**
A statement of Revenues and Expenditures for the period from July 1 through August 31, 2014 was presented along with graphs for fiscal year 2014-15.
- 4. 2013-14 Independent Audit update.**
Mr. Robert Coon, CPA of the accounting firm of Bielau, Tierney, Coon and Company, P.C. visited the District on September 4, 2014 and met with Business Office Staff to discuss what he will need for the 2013-14 FY audit. Mr. Marraccini indicated he emphasized the importance of completing the audit as soon as possible as the 2014-15 budget must be completed in January 2015 and the audit report is a key source of information.
- 5. Certified Safety Committee Workers' Compensation 5% credit approved for 2014-15.** The District was notified by the Pennsylvania Compensation Rating Bureau that the District has been approved for a 5% Certified Safety Committee Credit for the 2014-15 school year. This will save the District approximately \$9,000 per year in Workers' Compensation premiums.

V. Round Table Discussion:

- 1.** Mr. Colella addressed the Regency Park Elementary Renovation Project issue, stating a decision must be made soon so the borrowing and redistricting issues can be addressed in a timely manner. He requested that Mr. Joseph Muscatello and Mr. Cliff Pastel be invited to an upcoming meeting to answer any borrowing costs, borrowing capacity and other related questions. It was suggested they attend on October 14, 2014, following the Athletic Committee Meeting. Mr. Marraccini will check with them regarding their availability.
- 2.** Mrs. White requested clarity on the amounts to renovate or build a new Holiday Park Elementary School. Mr. Ackerman, Architect will be contacted for updated information.
- 3.** Mr. Colella stated legislation to arm teachers is being considered. Mr. Price stated that the legislation would require participants be properly trained and certified in firearms, same as required for police officers. Mr. Colella would like to see School Resource Officers (SRO's) in all buildings.

VI. Next scheduled Finance Committee Meeting: October 21, 2014

VII. Motion to adjourn: Adjourned at 6:29PM (Board went into Executive Session following meeting.)
