

Finance Committee Meeting
Minutes.

September 23, 2014

Present: Joe Phelan, Tom Burnell, Diane Lyons, Mark Fleischauer, Deirdre Burns

1. Lunch Program.

- Review of "Shared Personnel Agreement By and Between Red Hook CSD and Rbk CSD for School Lunch Director." Cost and time allocation= 2/3 RH, 1/3 Rbk. Cost will be approximately \$40,000 for Rbk/year (some costs - phone, driving reimbursement - will be variable by month), an estimated savings of \$40,000 for Rbk/year. Billing from Red Hook to be determined - monthly or quarterly. Will be on next BOE agenda for approval.
- Key variable in program success this year: participation levels. Tom expressed concern that students have to get used to USDA nutrition changes, i.e., no more hard rolls used for popular breakfast item. Trying to use more fresh products (real eggs vs. substitute, fresh fruit and veggies). Will review September participation levels at next meeting.
- Discussion of marketing of the program. Health and Wellness Committee will be meeting with Steve Jensen to talk about web presence on new web site. Menu to be sent out via email to parents on Fridays for the following week so parents can plan. It may be helpful to notify parents when local vendors are being used and also to notify parents of all the options on the cafeteria, not just the complete meal. Use of Twitter on the horizon. Mr. Anthony wants to talk with art teachers about getting students involved in making cafeteria spaces more inviting.
- On line credit card payment option, School Bucks, will be up and running by November. \$1.75 fee per transaction. Sending in a check is still an option. Money left over on accounts at the end of the year will be refunded. System can be used for other school related payments, i.e., prom, play tickets.

2. Technology Project Funding.

- Project not completed - a couple more weeks. Cost of project= \$220,000. Earmarked grants=\$150,400+. Discussion of balance of \$70,000+
- TB's recommendation is to take \$70,000 out of tax certiorari fund - well funded and fewest restrictions. Will leave tax cert reserve with \$160,000 which Tom believes is adequate. Can move workers comp excess funds to tax cert if necessary.

3. Budget issues to be discussed as budget is developed:

- No DEHIC holiday this year.
- Increases in Special Education this year - that department is expected to use all its budget.
- Tightening up budget to revenue margin in this year's budget leaves us with less room for budget modifications.
- Tom expressed concern about expenditures exceeding revenues this year.

4. Review of draft budget calendar.

- NY State budgeting deadlines are not yet available.

- Discussion of BOE budget adoption date. April 21st is not a scheduled BOE meeting but we need to meet that evening to vote on BOCES budget. Will alert Board to keep date available for budget adoption if necessary.

Next Meeting: October 14, 2014

Agenda:

1. Look at fund balance and projections over time.
2. Examine reserve funds.
3. Discuss class size and budget development.
4. Other committee goals?
5. Ongoing lunch program participation review.

Submitted by Deirdre Burns