

Olean City School District  
Finance Committee Meeting  
410 West Sullivan Street  
Thursday, March 21, 2013  
12:00 p.m.

Present:                   Mike Martello                   Lynn Corder  
                              Colleen Taggerty           Laurie Branch (via phone)  
                              Kathy Elser                   Vicki Zaleski-Irizarry

Guest:                    Paul Knieser

#### 2013-2014 DRAFT Budget

- Kathy reviewed the draft budget
- Assumptions are:
- COLA increase 1.7%
- Jen Mahar's salary – part of it will be the General Fund due to loss of ERF funds
- Cleaner
- Retirements
- Not built in is breakage for any retirement
- Reduction of full day PreK to ½ day (reduction of teachers and aides)
- Take back of 6:1:1 and 12:1:1 BOCES classes
- Not built in is savings from zero-based budgets
- Discussions regarding BAN and RAN
- Health Insurance Premium increase

#### Tax Cap Formula

- Legal limit – 4.27%
- Potential tax levy COULD BE less than 3%

#### Retiree Health Insurance Update

- 60% of retirees live in the District

#### Cash flow as of 01/31/13 and 02/28/13

- Kathy reviewed the two months of cash flow statements

#### Cafeteria Profit and Loss Statement

- Kathy reviewed the February 2012/February 2013 statement
- Kathy noted the District was approved for the additional .06 cents per meal sold from the beginning of the school year through February 2013 which should equate to \$6,000 in additional revenue
- Kathy reported that she is working with Sodexo to see if the District is able to feed the morning Pre-K students breakfast and the afternoon PreK students lunch - currently the students eat in their classrooms and that would have to change for the upcoming school year – students would have to eat in the cafeteria
- Lynn Corder noted that staffing would have to be reviewed for the PreK meal concept

- Meals sold in Feb. 2012 equaled 156,204; Meals sold in February 2013 were 138,893; per Kathy the reason for the decrease is that fewer meals are being purchases/sold due to the new nutritional guidelines; she noted the Sodexo guarantees are break even

#### Corporate Card Solutions Discussion

- Kathy discussed the possibility of using the AP card system that is offered by Chase Bank
- A list of all the District vendors were provided to Chase Bank
- Discussions were held regarding the payment fee that would be charged
- Instead of writing a check Deb Kula would have to call the vendor and let them know a payment is going to be made via the AP credit card - - The committee questioned whether this would be efficient – would a phone call to each vendor that accepts participates in the AP card system take more time than a check being cut?
- Could this be done a trial basis?

#### Community Foundation Discussion

- Kathy noted that her and Colleen met with the foundation director
- The foundation has over \$940,000 in scholarship funds/endowments
- Colleen noted that the Faulkner School District uses the Chautaugua Chamber to manage their scholarships
- The committee discussed how the Cattaraugus Region Community Foundation invests money? Would the District have a say in how its scholarship money/endowments are invested? What type of admin fee would be charged? Would the District be notified of any change in investment allocation
- Kathy to review the District's scholarship policy and investment policy; a resolution on April 16<sup>th</sup> BOE agenda authorizing the CRCF to manage scholarships

#### Other

Meeting adjourned at 1:10 p.m.

Next Meeting: April 18, 2013