

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

Present:       Ira Katzenstein                   Michiko McElfresh  
                  Laurie Branch (via phone)       Mia O'Brien  
                  Colleen Taggerty               Kathy Elser  
                  Vicki Zalesk-Irizarry

Guest:         Karen Niemic Buchheit – Cattaraugus Region Community Foundation (CRCF)  
                  Wendy Brand – Cattaraugus Region Community Foundation (CRCF)

- Cattaraugus Region Community Foundation – Karen and Wendy discussed the following:
  - Scholarship Promotion
  - Scholarship Management
  - Scholarship Program Calendar
  - Scholarship Selection
  - Scholarships – amounts that are available to be awarded
  - Rate of Return
  - Rate of Admin Fee
  - CRCF Investment Committee
  - Agreement – pg. 2, Item 7 – Continuity. Karen will make the recommended revision and get a final copy to Kathy Elser
- October 31, 2013 Cafeteria Profit and Loss Report
  - Kathy noted meal participation is up
  - “Free & Reduced” meals have increased due to direct certification
  - The School Health Team is reviewing the District’s Wellness Policy
  - Ira questioned whether the District has a Snack Program. Kathy noted that it does not as the District would need to pay staff to work later in the school day and the reimbursement would not cover the additional cost of salaries
- Tax Collection Process
  - Kathy discussed problems the Tax Collector has experienced with the organization the District contacts with to collect taxes
  - The consensus of the committee is to do an RFP for this service
- Budget Advisory Ad Hoc Committee Update
  - An update was given by Kathy at the November 19<sup>th</sup> BOE meeting
- 2014-15 Budget Development Update
  - Transportation Review – discussed the current number of runs; runs needed for the upcoming school year as well as the number of buses needed; reviewed transportation analysis spreadsheets;
  - Utility Review – reviewed 5 year history of utilities (savings due to new heating system; increase due to new cooling system)

- TRS Rate update – received rates last week (project rates for next school year will be 17.25% - 17.75%); Kathy discussed how this will tie into the tax levy calculation formula
- Minimum wage update – Kathy noted that minimum wage will be going up; the increase will not impact the 14-15 budget, however, sub rates will need to be increased for the 15-16 budget

Other:

- Park Centre Pilot – the company's 10-year program is due to end; will be going back on the tax roll

Meeting adjourned at approximately 1:05 p.m.

Next meeting: December 19, 2013

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