

**Northwestern Lehigh School District  
6493 Rte. 309, New Tripoli PA 18066  
BOARD FINANCE COMMITTEE MEETING  
District Board Room  
Wednesday, January 9, 2013, 6:00 PM**



**MINUTES**

**1. Agenda**

**1.01 Call to Order**

The Meeting was called to order at 6:05 by Willard Dellicker.

**1.02 Roll Call**

Pr/Ab

|    |                   |      |                 |    |                |
|----|-------------------|------|-----------------|----|----------------|
| Ab | Camille Bartlett  | Pr   | Todd Hernandez  | Pr | Greg Sanders   |
| Pr | Willard Dellicker | Ab** | Ronald Morrison | Ab | LeRoy Sorensen |
| Ab | Christopher Ford  | Pr   | Joseph Reiter   | Pr | Darryl Schafer |

Also Present: P. Toll, L. Schellhamer, J. Holman, L. Frisbie, N. Zellner

**1.03 Approval of Agenda**

The agenda was approved as presented.

Moved: J. Reiter

Seconded: G. Sanders

Vote: 5 Aye, 0 Nay

**1.04 Public Comment**

There were no comments.

**1.05 Approval of Minutes**

The Minutes were approved as presented.

Moved: G. Sanders

Seconded: J. Reiter

Vote: 5 Aye, 0 Nay

**2. Routine Items**

**3. Discussion  
Items for Board  
Action**

**3.01 CLIU Agreement for Services**

Session on Danielson/Teacher Effectiveness Training on February 7, 2013, in the amount of \$800 to be paid through Title II grant money. Will be recommended for Board approval January 16, 2013.

**3.02 Resolution Designating Millage Rates**

L. Frisbie noted the resolution is not required but is recommended by the Solicitor. L. Frisbie reviewed the county-wide reassessment process. The Committee discussed implications of not approving the resolution. J. Holman noted it is a good communication effort for the public to understand what is happening with reassessments. R. Morrison commented on outreach to the community. W. Dellicker asked if it would be presented at the next Board meeting and suggested press release for newspaper coverage. L. Frisbie will prepare a fact sheet. All agreed to go ahead with the resolution for Board approval at the next meeting.

**3.03 Lehigh University Agreement**

Use of Stabler Center for commencement ceremonies in the amount of \$7,000. The fee has increased \$300 from last year.

All agreed to recommend for Board approval January 16, 2013.

**3.04 Reports**

Monthly Financial Reports

L. Frisbie reviewed the November reports and noted strong collection rate for real estate taxes. She will be meeting with tax collectors in preparation for them to turn over delinquent accounts to Portnoff for collection.

\*\*Ron Morrison entered the meeting at 6:07 PM.

**4. Informational  
Updates**

**4.01 Tax Collector Compensation**

Tax Collector Compensation schedule for the period 2015-2018 as discussed at the December 2012 Finance Committee meeting.  
Discussion was held in December and was recommended for approval at the next Board meeting.

**4.02 Resolution Regarding Act 1 Index**

Resolution certifying 2013-2014 school year tax increase will be less than or equal to the 2% index calculated by the Pennsylvania Department of Education.  
L. Frisbie noted the District would need to follow the accelerated timeline if the resolution was not filed. She does not plan on applying for exceptions and recommended approval of the resolution. All agreed. The resolution will be presented for approval at the next Board meeting.

**4.03 2011-12 Audit Report**

Bill Gorman from Gorman and Associates will present the 2011-12 audit report at the Board meeting on January 16, 2013.

G. Sanders suggested putting the presentation at the beginning of the agenda instead of the Finance section. All agreed.

**5. Other**

**5.01 Old Business**

L. Frisbie noted the IRS Questionnaire regarding the Bond question was filed. The File is closed. Formal written procedures are recommended by not required at this time. G. Sanders if the issue of authority of ticket prices was resolved. J. Holman noted the Board approved a revised ticket price with that change. D. Schafer commented on Food Service. A report will be made at a future Board meeting.

**5.02 New Business**

None

**5.03 Public Comment**

Phil Toll commented on assessment appeals for commercial and residential properties.

**6. Adjournment**

Upon motion by T. Hernandez, seconded by G. Sanders, the meeting was adjourned at 6:49 PM.

Respectfully submitted,  
Nancy Zellner, Recording Secretary