

FINANCE MEETING

08/26/2024 [05:00 PM-06:00 PM] @ Board of Directors Room

1. Call to Order

Minutes

Ms. Drew, in Mr. Rizzo's absence, called the meeting to order at 5:17 p.m. and announced the meeting was being live streamed and audio recorded.

2. Roll Call

Minutes

Members in Attendance: Lindsay Drew, Stewart McCarver, and Jennifer Renz

Members Absent: Michael Rizzo

Citizen Advisors: Brian Ostella

Citizen Advisors Absent: Michael Bunn

Non-Voting Members in Attendance: Michele Agee, Mindy Bell, and Stacy Winslow

Attendees: Jared Nicholson, Jason Reifsnyder, Honesta Romberger, Tracey Royo, Ericka Schmidt, and Aaron Shuman

3. Approval of Summary Minutes

Minutes

Following a motion by Dr. McCarver and a second by Mrs. Renz, the Minutes were approved.

4. Informational

4.a. Update on the Business Office

- Candidate Search
- Check Runs
- Audit Process
- Long Term Financing - Raymond James
- Capital Planning

Minutes

Dr. Winslow shared the following:

- Candidate Search -
 - several sitting business managers applied
 - 1st round interviews - September 6th

- 2nd round interviews - September 16th
- 3rd round interviews - September 19th or 23rd
- Check Runs -
 - In reviewing Policy 616, the need to have board approval of checks doesn't require only one check run a month
 - with having switched to one check run, it has caused issues with incurring late fees and asking local businesses to wait for an extended period of time for payment
 - propose moving back to two runs a month to alleviate fees and have bills paid in a timely manner - committee is in full support of this switch
- Audit Process -
 - Auditors requested 25 items, 2 had been submitted previously, assistant business manager, Mrs. Bell, has worked to get 19 of the remaining items submitted with enough of the of the last 4 items to satisfy the auditors and has a plan to finish those items in a timely manner to allow for an "On Time Audit" this year
- Long Term Financing - Raymond James
 - Requested Raymond James to join us in September to provide a financial plan and options for the board to think about
- Capital Planning -
 - Elementary Schools-
 - Facility Study - complete
 - Architect - in process
 - ECC Walk in - complete
 - Middle School
 - Auditorium Upgrades - some elements fixed but system not updated
 - Library Dehumidification - complete
 - High School
 - Traffic Assessment - complete
 - Traffic Assessment follow-up - on hold
 - Sinkhole Remediation - complete
 - Stormwater Management Basin Capacity Analysis and Memorial Field & Softball Field Topographic Surveys - complete
 - Memorial Field Drainage Improvements - on hold
 - Softball Field Parking Lot Improvements - on hold
 - Gym Floor Refinish - complete
 - Safety & Security - complete
 - Athletic Facilities
 - Concession Stand Addition - complete
 - Turf Replacement & Track Resurfacing - complete
 - Granada Building
 - Masonry Work - on hold
 - Transportation
 - Bus Replacements - complete

5. Unfinished Business

6. New Business

6.a. Stadium Discussion

Minutes

Dr. Winslow shared the following preliminary points for the exploration of a stadium:

- Would be a part of the 2024-25 capital plan
- Fundraising to offset costs and involve the community were agreed upon in both this committee and the general services committee that it would be small scale, i.e. recognition bricks and not to utilize corporate sponsors
- Potential Ad Hoc group or stakeholders to manage the fundraising efforts to alleviate that responsibility from falling on administration
- Source of funds discussions to be had with the interim business manager, Mrs. Pitts
- Turf and track updates are complete and will not be ripped up during a stadium build out
- Macadam path shape, horseshoe versus complete oval, to be discussed with high school administration
- Bleacher seating for about 2500 fans and guests
- Will need a press box, additional restroom facility requirements to go with the seating
- Entrance possibilities with highlighting the Horrocks Memorial along with bricks purchased by community members
- Updated ticket booths, concrete pad with hookups for food trucks and vendors to add to the concessions
- Expected to be less than an acre of disturbance
- Due to the bleachers not going into a permanent structure, would be pervious, not impervious which should mean there wouldn't be any additional storm water management issues
- Wireless internet on the field is being looked into, proposals are forthcoming
- This is being explored moving forward a bit faster due to the circumstances surrounding it
- Current rental of bleachers and based on stadium estimates going forward will have a minimal taxpayer impact

6.b. Contracts

Minutes

The contracts were available for review and any questions.

7. Public Comment

Minutes

There was no public comment for the committee.

8. Adjournment

Minutes

Ms. Drew adjourned the meeting at 5:49 p.m. following a motion by Mrs. Renz and a second by Dr. McCarver.