



ECASB Budget/Finance
Minutes—September 12 (DRAFT)
Erie 1 BOCES—RoomB2b
6:00 pm – 7:00 pm
Presiding: Treasurer Dawn Snyder

Attending: Phillip Kenline (Akron), Lorry Goldhawk (Amherst), Yvonne Douglass (Cheektowaga), Stephanie Dombrowski (Cheektowaga-Sloan), Dawn Snyder (Clarence), Bart McGloin (Depew), Allan Silver (Eden), Mary Busse (Erie 1 BOCES), David Lowrey (ECASB, E2CC, NYSSBA), Patrick Boyle (Frontier), Jane Sullivan (ECASB/Iroquois), Mary Jo Szucs (Holland), Paul Spors (Ken-Ton), Kristen Bauer (Lake Shore), Dennis Feldmann (Lake Shore), James Sager (North Collins), Dirk Rabenold (Sweet Home), Jeff Thorpe (Tonawanda), Laura Sokol-Scott (West Seneca), Dawn Fletch (Williamsville).

Excused: Bonnie Best (Cleveland Hill), Heather Jacobs (Iroquois)

Absent: Maciej Kaczynski (Alden), Paulette Woods (Buffalo), Mark Nephew (Gowanda), Susan Marston (Grand Island), Thomas Flynn (Hamburg), Shokey Albaneh (Lackawanna), Kevin Davenport (Lancaster), James McDermott (Maryvale), Steven Comeau (Orchard Park), Joseph Lowry III (Springville),

- I. Pledge of Allegiance
- II. Introductions – Treasurer Dawn Snyder welcomed the group. Dave made general announcements regarding snack, locations of lavatories, etc.
- III. Job Description/Task –
Dave discussed the role of the team. Explained how Ryan DiPasquale is our Executive Bookkeeper who does not work in the office on a full time basis. The committee will get next years budget in late December/Early January. Theu will review at the February meeting. If they approve of it, no other meetings are needed and the budget is sent to the Delegate Assembly for final approval. The Finance Committee will get quarterly reports as they are reconciled from our bookkeeper.
- IV. Approval of Agenda – Motion by Stephanie Dombrowski/2nd James Sager, MCU
- V. Reports and Discussion
 - a. Budget vs. Actual ending June 2024 – Review of budget documents. Reduction in staff costs, increase in sponsorships and law conferences. Enables us to offer several free events. Mainly dinners are the only cost to members. We have eliminated charging for events that do not have a dinner. Free events include Board and Brews, Road Rally, and New Board Dinner (which will be new this year).
 - b. Budget Overview 2024-2025 – Review of budget documents (current budget). 2nd page-SARD Dinner-Erie Niagara School Superintendents (ENSS)- we pay and they reimburse us to get the event tax free, 40% of Sue Summers salary also reimbursement from ENSS; 1st page

advertising and marketing-marketing is not buying ads...anything used for engagement is included in this line item including shirts, candy, mugs, presenter gifts, trivia contest winners--operating expenses/ revenue--incentive speakers. There was a question about the line item entitled speaker incentives. Dave explained that it depends on when and how gift cards are purchased. If he is buying in bulk for future use – it is usually charged to marketing. If it is bought specific to an event – it is charged to speaker/event. There was a question about whether we had decided to buy the copier vs continuing to rent- expert advice said bad idea and less expensive to rent because they break all the time. Budget and Finance team will get copies every quarter in your email- questions should be sent to David Lowrey and he will answer to entire committee. Dave can answer purchasing and payment questions. Ryan is helpful for the accounting practices.

VI. Budget and Finance Committee Update

- a. **Associate Member (Starpoint and Pioneer)** very, very, small portions of each of these districts fall in Erie County...we have included them as associate members primarily for legislative issues since we share legislators. They are able to attend our events at cost. They do not have voting privileges. This coming year, we are looking at having more programs in conjunction with Niagara Orleans School Board.
- b. **Sponsorships: (\$40,200)**
 1. **Diamond Level (1- new level \$3,500) - Black Passport Group**
 2. **Platinum sponsors (limited to 5, \$2,500) – Bond, Shoeneck and King; C&S; CSI, Perma, and Evans Bank.**
 3. **Gold Level (unlimited \$2100) – currently have 6 - Campus Construction, Gordon Jones, Hodgson Russ, John W. Danforth, NYSIR, and Young and Wright**
 4. **Silver Level (unlimited \$1,200) – currently have 10 – Assured Partners, Buffalo Engineering, CJ Brown, Day Automation, Greco Trapp, Lumsden McCormick, Rodrieguez Construction, Super Eval, Trautman, and Webster Szanyi**

Sponsors help to defray costs. Please thank a sponsor when you see them either at your district or at an ECASB event. We will again have a program at convention where you can have your picture taken with one of our sponsors and enter to win a Board Dinner if your board is the lucky winner in the drawing of all entries. More information will be sent out as we get closer to the convention.

- c. **Program Planning Update—2024-2025 (District Clerks/Student Members)** Calendar of Events card and officer names and committee meetings, events card were sent to districts. If you want to pick up extra ones so that you have them at home an at work, help yourself. In addition to our programs, we also provide programing for District Clerks, and in the future hope to include Student Board of Education members
- d. **Secretary Retirement –Sue Beier retired. Not replaced her as of now but still in the budget. Amount in the budget for Sue is (\$13,000)**
- e. **Past Events:**
 1. **Law Conference Report: made \$18,000 this year (\$3,000 more than last year)**
 2. **Governance Training – For members it is \$100; \$250 for non-members**
 3. **Fiscal Oversight Responsibility Training – pricing same as Governance Training**
 4. **Boards N' Brews free event- about 100 people; third year we ran the program.**

5. **Back To School Dinner** About 84 people attended the program: The Science of Reading was the topic presented by the Akron CSD which
 6. **September 26th – Now That I Am On Board** New Event...Free event open to all; but designed for newer members and the leadership.
 7. **Rick Timbs Program – Upcoming Oct. 17** at the columns- there is a fee for this dinner.
- f. **Timeline for Budget – Budget prepared and distributed by mid January. Budget and Finance Team will approve possibly at February meeting.**

VII. Other

- a. **Ed Bysiek Accounting – prepares our audit report**
- b. **Financial Advisory Committee: Tricia Andrews (Clarence), Ed Shafer (Cheektowaga), and Stephanie Dombrowski (Cheektowaga Sloan)**
- c. **Comments from Executive Bookkeeper Ryan DiPasquale – Not present**

VIII. Round Table – 1-2 minutes regarding any “financial”

Phil Kenline (Akron), Collecting contractor bids for phase one on cap project

Lorry Goldhawk (Amherst), cost overruns; phase three revisions necessary

Mary Busse (E1B), pass

Yvonne Douglass (Cheektowaga), excited to be fully staffed

Stephanie Dombrowski (Cheektowaga-Sloan) - pass

Dawn Snyder (Clarence), Capital project coming soon

Bart McGloin (Depew), phase one auditorium moving forward, scaling back phases 2 and 3 due to over cost.

David Lowrey (ECASB, E2CC, NYSSBA), - pass

Jane Sullivan (ECASB/Iroquois), foundation aid issues and loss of hold harmless

Allan Silver (Eden), Approval on a capital project

Patrick Boyle (Frontier), pass

Paul Spors (Ken-Ton), finance committee meeting- strong admin, auditors report with unmodified opinion- no problems. Cap project focus

Kristen Bauer (Lake Shore), Dennis Feldmann (Lake Shore), pass

Mary Jo Szucs (Holland), capital projects

James Sager (North Collins), eliminations on some of capital project because overbudget

Dirk Rabenold (Sweet Home), Pricing the next project; discussion on electric bus and received money for charging stations.

Jeff Thorpe (Tonawanda), cap project for elementary done and going out for the middle school and high school now.

Laura Sokol-Scott (West Seneca), new budget advisory committee to bring in more stakeholders and better communication

Dawn Fletch (Williamsville)- AC in district vote is yes. Will start with Elementary Schools.

IX. Motion to Adjourn – Motion by Mary Jo Szucs, Second by Patrick Boyle. MCU