

## June 10, 2025 Finance Committee Meeting Minutes

**Attendees:** Jamie Callanan (BoE), Donna Dougherty (Community Member), Kapil Gupta (Community Member), Dean Martin (Community Member), Michelle Gosh, Victor Karlsson, Matt Wenz, Ann Marie Kovaleski

Meeting began at 8:05am.

Victor Karlsson began the meeting by referencing the prior meeting minutes, which are available on the District's website. He shared the agenda for the meeting, the purpose of which was to review the projected year-end results of operations and make recommendations for reserve fund balances to the Board of Education. He then provided an overview of the projected results of operation, which generally resulted in positive budget variances on both the revenue and expenditure sides of the budget. The projection for the month-ending May 31st was consistent with that of the month-ending March 31st, which is reported in the Property Tax Report Card within the Budget Statement. He further shared that the two most significant positive budget variances were related to an unanticipated revenue receipt as a result of a bankruptcy proceeding, as well as, additional State Aid revenues, the combination of which generated an operating surplus.

Each of the Reserve Funds were reviewed along with their recommended balances FYE 2025. Victor noted that each Reserve Fund was established in accordance with either General Municipal Law or Education Law. In addition, the accounting reserves, such as Prepaid Expenditures and Encumbrances, were described. Most notably, an increase to the Capital Reserve is being proposed, which would afford the District the ability to draw down on it for capital improvements, should there be a need in the future. Questions and answers were exchanged among the Committee with respect to the District's Reserve Funds and efforts to maintain low Tax Levy increases in the future.

And finally, the amount Unassigned represents approximately 4% of the ensuing year's budget, which is the maximum amount allowable per General Municipal Law. Board Policy #5512: "Fund Balance & Reserves" outlines the Board's goal of maintaining Unassigned Fund Balance of 4% in order to provide fiscal stability in the event of unanticipated expenditures, such as emergency repairs, or a significant revenue shortfall.

The Committee generally agreed with the estimated reserve balances, which will be recommended to the Board of Education at the June 24th meeting. The next Finance Committee meeting is scheduled for Tuesday, August 12th at 8am to review the 2025-26 Tax Warrant for Board of Education adoption.

Meeting ended at 8:27am.

Respectfully submitted,

Victor Karlsson