

**FINANCE LONG RANGE BUDGET AND PLANNING COMMITTEE
MINUTES**

January 13, 2014

IN ATTENDANCE: Committee Chair Michael Hartline, members Steve Adams, David Shafter, Dr. Andrew Pollock was absent.

BOARD MEMBERS: Charles Kleinschmidt arrived at 7:21 p.m.

STAFF: Christopher M. Berdnik, Robert Reed

PUBLIC:

CALL TO ORDER

Mr. Hartline called the Finance Committee meeting to order at 7:00 p.m. by asking the members of the Board, staff, and public to introduce themselves.

MINUTES

Mr. Adams made a motion to approve the minutes of December 16, 2013, Mr. Shafter seconded.

Motion carried 2-0-1. [Mr. Shafter abstained, he was not present at the December 16, 2013 meeting.]

REVENUES

- a. Appointment of Deputy Real Estate Tax Collector for Warminster Township –

Mr. Berdnik explained that this request was consistent with prior Board action.

Mr. Adams made a motion to move to the full Board, Mr. Shafter seconded. **Motion carried 3-0-0.**

PURCHASING/CONTRACTS

- a. Insurance Broker Services RFQ 2014-12

After a short discussion, Mr. Shafter made a motion to accept Willis as Broker of Services and inquire as to cost of compensation, seconded by Mr. Adams. **Motion carried 3-0-0.**

- b. Dental exam rates

A motion was made by Mr. Adams to move to the full Board, seconded to Mr. Shafter. **Motion carried 3-0-0.**

c. AV Enhancements Bid 2014-03

After a short discussion, Mr. Adams made a motion to move to the full Board to **reject** the bids presented, Mr. Shafter seconded. **Motion carried 3-0-0.**

d. Chief Co-Pilot Maintenance RFP 2014-14

Mr. Berdnik explained that the classroom AV system (called Co-Pilot) is used to connect the room projector to various input sources, and to provide whole room amplification of PC sound (videos, music, etc.) and the teacher/students via microphones. The original warranty was for one year and has since expired. It was determined that the District would best be served by having the vendor come in on a time and material basis, rather than purchasing a block of time or fixed amount contract.

Mr. Adams made a motion to move to the full Board, Mr. Shafter seconded. **Motion carried 3-0-0.**

REALITY BASED BUDGETING

a. Review of updated projection and analytical reports

Mr. Berdnik reviewed the financial statement highlights as of December 31, 2013. Revenues and expenditures are both running slightly behind budget. Collections of delinquent self-assessed taxes lag the year to date projection; state revenues are generally on track, but the District still have construction projects which have not reached final approvals for reimbursement; and there appear to be several areas of timing differences on the expenditure side for services.

The district would be well served to focus on the bottom line each of the next three years and implement a combination of increased revenue and cost reduction strategies. Current and prior year payments on the new PILOT agreement make 2013-14 appear manageable, but in the long term, meeting the PSERS crisis and Affordable Care Act head on will likely require a mix of Act 1 increases and staffing adjustments (e.g., middle school model).

b. 2014-15 General Fund budget summary of working file

Mr. Berdnik presented the current working file for 2014-2015. He explained that the Board would need to establish an amount and a date of adoption to publish in advance of the February 11, 2014 legislative meeting. After reviewing the working file, Mr. Berdnik stated that the items to watch would be:

- Capital project close out

- Federal allocations
- Governor's draft budget and the Legislature's response
- Pension reform (or lack thereof)
- Middle School reform

Mr. Shafter made a motion to move to the full Board a resolution that would approve posting the preliminary budget for 2014-15 for public display on such form as may be required by PDE in the amount of or about \$104,757,995 and further directs the preparation of Act 1 calculations, including exceptions, seconded by Mr. Allen. **Motion carried 3-0-0.**

ADJOURNMENT

Mr. Adams made a motion to adjournment the Finance meeting, Mr. Shafter seconded. **Motion carried 3-0-0.**

Meeting was adjourned at 7:45 p.m.

7. Read At Home (Information)

- a. Affordable Care Act Update
- b. Automated Messaging RFP 2014-15
- c. Bid and quote thresholds
- d. Capital project and capital reserve fund analysis
- e. GFOA issue brief on SEC municipal advisor rule
- f. Hart Property Bid
- g. Newtown Property Bid
- h. PA State Police School Safety Report
- i. Special Education Funding Commission Report