

Finance Committee Minutes
October 11, 2012

Meeting was called to order at 6:30 a.m. at the Pana Unit Office Board Room

Meeting was called to order by Clint Foor.

Members present: Metzger, Beyers, Foor

Members absent:

Superintendent Present: Yes

Visitors: David Dively

The committee discussed the following:

1. *Approval of the Minutes from 08/13/2012.* Motion by Metzger; Second by Foor.
2. *Review FY13 First Quarter Financials* – Dr. Lett reviewed the first quarter financial reports with the committee.
 - a. Revenue/Expenditure summary – In the first quarter, 26.19% expenses have been realized for the Ed Fund compared to 27.23% in 2012. This represents 1.04% less than the 2012 figure at this point. Capital Projects is being spent down. There is approximately \$20,000 in QZAB funds still available for other projects. Transportation expenses are higher at this point due to the delivery of the new buses at beginning of year.
 - b. Dr. Lett provided a review of the current fund balances with where they were at the beginning of last collective bargaining agreement. The Ed Fund on 6/30/2008 was at \$4,772,413. Currently we are projected to have \$5,103,544 in Ed Fund at the end of contract. Dr. Lett explained that this was mainly due to increasing GSA at beginning of contract and ARRA/ARRA Jobs dollars received in the early years of the contract. District also benefited from the annexation incentive. These funds helped to offset the increases due to contract. At the present time, \$831,596 in GSA revenue has been lost. Currently would have a balanced budget if GSA was not prorated.
 - c. Retreat will be held in January and again in March. January will be informative with March being used for decision making. Negotiations will be late in the year.
3. *Review of FY12 District Audit* – District Auditor, Robin Yockey reviewed the district's annual audit. She reported that the AFR is prepared and ready to be sent to ROE and ISBE. She also reviewed several key documents from the audit report including the Auditor's Report and the Report on Internal Controls. She stated that there were no significant issues reportable and no compliance matters. Mrs. Yockey also explained that due to the amount of federal funds received, the district is required to have a single audit of federal programs. She stated that this would be a clean report with no findings. She added that there is talk of changing minimum target

required for an audit to \$1,000,000 but she believed that Pana would still meet this requirement.

Mrs. Yockey explained that there are two new forms for the audit this year; a deficit reduction plan and a report on shared services and out sourcing. The district was not required to file the deficit reduction plan this year. Shared services and out sourcing required the district to report any services shared with another district or outsourced to a third party.

Financial Profile score is recognition. Profile score is 3.55. The district had a 4% increase in EAV, compared to 2% the prior year. Average daily attendance was even with last year's. However, Dr. Lett added that overall, fall housing has declined.

The Finance Committee will bring the audit report to the board meeting for review. Dr. Lett will highlight items from the report.

4. *Other Considerations* – Dr. Lett informed the committee that the block schedule would be a topic of discussion for the next curriculum meeting. The committee will be considering the move off of the block schedule back to a traditional schedule.

A motion was made by Beyers and seconded by Metzger to adjourn the meeting of Oct. 11, 2012 at 7:42 a.m.

Member

Member