

Finance Committee Minutes
January 13, 2011

Meeting was called to order at 6:33 a.m. at the Pana Unit Office Board Room

Chairman Metzger called the meeting to order.

Members present: Metzger, Beyers, Foor -

Members absent:

Superintendent Present: Yes

Visitors: David Dively

The committee discussed the following:

1. *Approval of the Minutes from 10/14/10.* Motion by Beyers; Second by Metzger.

2. *Personnel Considerations* – The Committee discussed the possibility of creating an Instructional Technology position to provide support for teachers to integrate technology into the classroom and to develop curriculum that utilizes wireless and one to one computing technology. Dr. Lett explained that he had participated in a meeting in the Carlinville District where they have a similar configuration of staff and he explained the benefits of a position of this nature. The Committee discussed how this position would be funded and the job description. No action was taken at this time. Dr. Lett ask that the committee to consider the idea and they could continue to examine it as a possibility.

The Committee also discussed the current compensation of two non-union employees and considered the possibility of adjusting their hourly compensation due to a change in their responsibilities. The Committee requested more time to consider this issue and more information about the job descriptions for the employees on question. The issue was tabled until the 3rd quarter meeting. Dr. Lett indicated that he also plans to develop a schedule for starting hourly wage for the district's non-union positions.

Elementary Principal Position - Dr. Lett reviewed a checklist for the procedures for replacing the elementary principal position. The Committee was in agreement with the items on the list. The position will be posted on Monday, February 14 with applications due by March 4, 2011.

3. *Other Financial Considerations* – The Committee discussed whether or not to purchase any new buses for 2012. It was agreed that they would like to have more information on net cost of the purchase of a bus. They felt that with the additional information the decision could be made at the regular Board meeting. The Committee was presented information regarding services provided by Bushue Human Resources, Inc. This would be paid for by Tort fund. They currently serve over 100 districts. They would replace Insurance Audit Inspection. the current insurance consulting firm for the district. In addition to insurance consulting Bushue provides services in the areas of human resource management, and safety and risk management. Motion by Foor, second by Beyers to present the information at the regular Board meeting on Jan. 17.

4. *PMA Financial Forecasting Presentation:* - Howard Crouse, Vice President of PMA Financial Network provided a presentation on the current financial status of the district and projections for the future. The presentation included a review of the revenues by source for the FY11 budget, trends for GSA and EAV, Enrollment projections, Staff Projections, Revenue and Expenditure projections and Fund balance projections. Overall the trend is for the aggregate operating fund balance of \$7.7 million projected for FY2011 to drop to \$2.5 million by the end of FY2016.

A motion was made by Beyers and seconded by Foor to adjourn the meeting of January 13, 2011 at 8:58 a.m.

Member

Member