

Finance Committee Minutes
May 12, 2011

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

Chairman Foor 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 1/13/11.* Motion by Beyers; Second by Metzger.
2. *Review of 3rd Quarter Financials* – Dr. Lett reviewed the 3rd quarter revenues and expenses for the committee. Overall revenues are almost 93% realized and expenses are at 88.29%. The Education Fund is approximately \$100,000 ahead. Dr. Lett shared with the committee the financial picture for next year will not be as positive. He noted that health insurance is supposed to increase by 18% for 2012, which would mean an increase in costs of \$94,730.49.

The Committee reviewed the Treasurer's Report for April 2011 compared to 2010 and 2009. The Education Fund has continued to increase over the 3 year period. In 2011, this was mainly due to the Jobs money. Dr.Lett indicated that this will probably be the last year where the district will experience growth in the fund balances as he anticipates deficit spending for 2012.

The Committee discussed the Investment Report. Currently all the district funds are held at People's Bank. This will also be changing as the district checking account will be rebid in June. Dr. Lett indicated that he expects to lose approximately \$100,000 in interest with the rebidding of the checking account.

FY11 Budget Amendments - The Committee reviewed a comparison of the original FY11 budget to the proposed amended budget. Dr. Lett explained the changes for each fund. In the Ed Fund the revenues were increased by the last 2 GSA payments. The District was able to reserve the Federal Jobs Moneys. Fund 20 (O&M) will be amended to reflect an increase in expenses over revenues of \$68,494. This was due largely to unexpected repair costs with the high school HVAC repair and the sewer line at the junior high. It also was the result of personnel changes with the Facilities Director position. In Fund 40 (Transportation) revenues were increased by \$28,326, while expenses increased by \$100,123.

3. *Preliminary State Audit Results* – Dr. Lett reviewed the preliminary results from the recent ISBE audit. The review of GSA, Title I, and Title II resulted in no audit adjustments. The transportation fund will have an audit adjustment due to an understatement of revenues related to the sale of a bus on the 2009 transportation claim. Dr. Lett will share the audit results with the Committee and the Board when the final report is received.

4. *Personnel Considerations:* Dr. Lett reviewed the job description for a proposed new position titled K-12 Technology Integration Specialist. He explained that this position was needed to further the integration of technology in the classroom and maximize the instructional use of our network. He also explained that this position would be filled by an internal candidate. The salary for the position would be based on the teachers' salary schedule. The only increase in costs would be the per diem cost of 10 additional days.

A motion was made by Metzger and second by Beyers to recommend the addition of this position to the full Board.

5. *Next Meeting Date* – The next meeting for the Finance Committee was set for June 9, 2011 at 6:30 a.m. in the Unit Office Board Room.

A motion was made by Beyers and seconded by Foor to adjourn the meeting of May 12, 2011 at 8:12 a.m.

Member

Member