

**HCS D Board Members:**

Brian Lynch, Pres., Michael Buck, VP, Rose Apgar,  
Mark Brinthead, Mary Anne Holleran, James Jacobus,  
John Lively, Ruth Miller, Pamela Strollo, and Student  
Representative Daniel Strack

**Central Administrative Team:**

Ralph Marino, Jr., Ed.D., Superintendent  
Alice Learn, Assistant Superintendent  
Judy Christiansen, Human Resources, Director  
Mike Stuart, School Business Administrator  
Kim Williams, Student Servs. Director

**HORSEHEADS CENTRAL SCHOOL DISTRICT  
BOARD OF EDUCATION  
Finance Committee  
September 20, 2010  
6:00 PM  
Superintendent's Conference Room**

**AGENDA**

**Pledge of Allegiance**

**1. CALL TO ORDER**

**Jim Jacobus**

**2. ROLL CALL OF THOSE IN ATTENDANCE**

Jim Jacobus, Mike Buck, John Lively, Brian Lynch,  
Mike Stuart, and Ralph Marino, Jr.

**Jim Jacobus**

**3. DISCUSSION ITEMS**

**Mike Stuart**

**3.1 June 17<sup>th</sup> Finance Committee Meeting Recap**

The committee reviewed the following items: Zero-Based Budget and set up possible sub-committee; Use of Facility Policy to be in place by July 2, 2011; veteran, physically disabled, and disabled limited tax status – school attorney is researching; May 2010 Tax Certioraris; May 2010 Financial Reports.

**3.2 BOE Financial Reports as of 9/20/10**

The Committee reviewed: Treasurer's Reports for July and August 2010; Claims Auditor Reports for June, July, and August 2010 and had a discussion of "confirming purchase orders" and the need for staff to follow proper procedures; High School Treasurer's Report for August 2010 – question on the Class of 2010 balance – will be checked; Middle School Treasurer's Report for August 2010; and the Athletic Accounts Report for August 2010.

**3.3 Chemung Canal Charge for Tax Collection**

The District is being charged approximately \$1,500 for Chemung Canal Trust Company to collect our resident's tax payments.

**3.4 Transportation Study (phone conference with Mark Walsh @ 6:30)**

At Mr. Walsh's request, conference was postponed due to family issues.

**3.5 Current Tax Certioraris**

Committee members reviewed a list of 10 pending Tax Certioraris which have been filed over the summer of 2010. A committee member expressed concern over the requested assessment reduction with some as high as 75%. The possible tax loss to the District is \$668k. The committee members will request that our school attorney express our concerns through briefs and hearings.

**3.6 Projected Fund Balance**

Committee members reviewed the Projected Fund Balance process. The 2010-11 revenues (local and state taxed) are projected out on a monthly basis. The District expenses are estimated by using the 09-10 monthly basis and adjusting it for inflation.

3.7 Revenue History and Estimate 2011-12

Committee members were given a five-year actual revenue history of the District, as well as the budgeted 2010-11 revenues. Using the historical data, the projected 2011-12 revenues were estimated. Specific revenues discussed include: interest earning, Payments in Lieu of Taxes (PILOTS), rents, and State and Federal Aids. The District will need to determine how much designated/unreserved funds and supplemental revenues to use to calculate the 2011-12 maximum revenues.

3.8 2010-11 Finance Committee Goals

The Committee developed three goals:

- 1) Develop a Five-Year Plan to be used in the 2011-12 budget process. To be completed by the October 26, 2010 Board meeting.
- 2) Investigate and offer a proposal for budding student pick-up limits. To be completed by December 31, 2010.
- 3) Continue to research and develop a recommendation on Zero-Based Budgeting. To be completed by March 31, 2011.

4. **GOOD OF THE ORDER**

5. **EXECUTIVE SESSION**

7 p.m. Motion was made by Mike Buck and seconded by Brian Lynch to adjourn to Executive Session to review the employment history of a particular person.

7:33 p.m. Motion was made by John Lively and seconded by Brian Lynch to adjourn Executive Session and return to Public session.

6. **ADJOURNMENT**

**UPCOMING 2010-11 FINANCE COMMITTEE MEETINGS:**

October 18, 2010	March 21, 2011
November 8, 2010	April 18, 2011
December 6, 2010	May 16, 2011
January 18, 2011	June 13, 2011
February 15, 2011	

**NOTE: These Committee meetings are subject to change.  
(Please call 739-5601 x4260 to be sure meeting is still scheduled to take place)**

**HAD**

**c: Brian Lynch, Michael Buck, Dr. Ralph Marino, Jr., Cathy Knowles., and Susan Pirozzolo**