

**HCSD Board Members:**

President Brian Lynch; Vice President Michael Buck, Ph.D.;  
Mark Brinthaup; Warren Conklin; Mary Anne Holleran; James Jacobus;  
John Lively; Ruth Miller; Pamela Stollo; and  
Student Rep. Kaitlyn O'Malley or Alternate Claire Blaney

**Central Administrative Team:**

Ralph Marino, Jr., Ed.D., Superintendent and  
Acting School Business Administrator  
Alice Learn, Assistant Superintendent  
Judy Christiansen, Human Resources Director  
Kim Williams, Student Services Director  
Virginia Abrunzo, Elementary Ed. Director  
Jay Hillman, Secondary Ed. Director

*Encl. 18.1  
April 26, 2012*

**HORSEHEADS CENTRAL SCHOOL DISTRICT  
BOARD OF EDUCATION  
Finance Committee  
April 16, 2012  
5:00 PM  
Superintendent's Conference Room**

**MINUTES**

**Pledge of Allegiance**

1. **CALL TO ORDER at 5:05 PM** Jim Jacobus (via telephone)
  
2. **ROLL CALL OF THOSE IN ATTENDANCE** Jim Jacobus (via telephone)  
(Jim Jacobus (via phone), Mike Buck, John Lively, Brian Lynch,  
and Ralph Marino, Jr., Jane St. Amour-Bradley-Guest)
  
3. **DISCUSSION ITEMS** Ralph Marino, Jr.
  - 3.1 Introduction of CBO BOCES School Business Official and Accountant  
Dr. Marino introduced Jane St. Amour-Bradley as our new part-time (2.5 days per week) School Business Official for next school year.
  - 3.2 Financial Reports
    - 3.2.1 Claims Auditor Report (March 2012)
    - 3.2.2 Revenue & Expense Report (March 2012)
    - 3.2.3 Budget Transfer Report (March 2012)The Committee reviewed and approved all the above financial reports.
  - 3.3 Updated Request for Proposals (RFP) Calendar  
Dr. Marino gave an update on the (7) seven RFP's that are taking place this year.
  - 3.4 Five-Year Capital Plan/Future Capital Project  
The Committee discussed its five year Capital Plan.
  - 3.5 Year-to-Date Expense & Revenue Comparisons  
The Committee reviewed this report.
  - 3.6 2012-13 Proposed Budget & Property Tax Report Card  
The Committee reviewed the proposed budget and property tax report card for 2012-2013.

**4. GOOD OF THE ORDER**

**5. ADJOURNMENT at 5:55 PM**

**UPCOMING 2011-12 FINANCE COMMITTEE MEETINGS:**

May 14, 2012  
June 11, 2012

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

Cmk

c: Board President, Board Vice-President, Superintendent, Admin. Assistant to Supt., and  
Community Information Specialist