

**HCSD Board Members:**

Brian Lynch, President; Pamela Strollo, V-P; Rose Apgar;  
Mark Brinthaup; Michael Buck, Ph.D.; Warren Conklin;  
James Jacobus; Doug Johnson; Ruth Miller; and  
Student Rep. Abigail Clark and Co-Alternates  
Samantha Owen and Arianna Scaptura

**Central Administrative Team:**

Ralph Marino, Jr., Ed.D., Superintendent  
Judy Christiansen, Human Resources Director  
Kim Williams, Student Services Director  
Virginia Abrunzo, Elem. Ed. Director  
Jay Hillman, Secondary Ed. Director  
Jane Bradley, School Business Executive

**HORSEHEADS CENTRAL SCHOOL DISTRICT  
BOARD OF EDUCATION  
Finance Committee  
March 18, 2013 at 5:00 PM  
Superintendent's Conference Room**

**MEETING MINUTES**

**Pledge of Allegiance**

1. **CALL TO ORDER** At 5:00 PM

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

In Attendance: Jim Jacobus, Mike Buck, Doug Johnson, Brian Lynch, Jane Bradley,  
and Ralph Marino, Jr.

3. **DISCUSSION ITEMS**

3.1 Financial Reports

The Finance subcommittee reviewed financial reports from February 2013.

3.2 Use of Facilities: Fee Schedule and Forms

The Finance subcommittee will continue reviewing these and this topic will be added to the April meeting.

3.3 GST BOCES Health Supplies Bid Agreement

The Finance subcommittee reviewed the agreement and agreed to send it to the full BOE.

3.4 Contract with Elmira CSD for Health & Welfare Services

The Finance subcommittee reviewed the contract and agreed to send it to the full BOE.

3.5 High School Yearbook RFP Results & Recommendation

The Finance subcommittee reviewed the results of the RFP and decided to recommend Herff Jones as the vendor for the next three years. This recommendation will go to the full BOE on March 28<sup>th</sup>.

3.6 Updated RFP List

The Finance subcommittee reviewed the list.

3.7 2013-14 Broad Street Lease Agreements

The Finance subcommittee reviewed the lease agreements with a 5% increase to rent charges. The agreements will go to the full BOE prior to June 30<sup>th</sup>.

3.8 TAS Shared Transportation Study – Final Report

The Finance subcommittee reviewed the final report.

3.9 2012-13 BOCES Budget Review

The Finance subcommittee reviewed the current year changes.

3.10 Review of Shared Positions (School Business Executive, Athletic Director, Safety Examiner, Facilities Director)

The Finance subcommittee discussed the positions.

3.11 2012-13 Fund Balance Projection

The Finance subcommittee reviewed information regarding the 2013-13 Fund Balance.

3.12 Updated Five-Year Budget Projection

The Finance subcommittee reviewed the five-year budget projection.

3.13 2013-14 Budget Development and Planning Process

The Finance subcommittee discussed the continuing process.

4. **GOOD OF THE ORDER**

5. **ADJOURNMENT** At 6:45 PM