

*Oneonta City School District
Finance/Audit Committee Meeting Minutes
October 25, 2022*

The meeting began at 3:30pm.

Members Present: Lisa Weeks, Business Manager; Shawn Beckerink, Board of Education; Amy Burnsworth, Board of Education; Tom Brindley, Superintendent

Others Present: Scott Preusser, Auditor

Members Absent: Sue Kurkowski, Board of Education

Financial Audit/Student Activity Audit-Scott Preusser from Raymond G. Preusser, CPA joined us to discuss the audited financial statements and Student Activity Audit for the year ended June 30, 2022. Scott provided a summary of audit results, noting that the district is in good shape. He made some suggestions for additional reserves. Our budgeted revenues and expenditures remain close to our actual performance. Scott noted accounting standard changes which resulted in BOCES leases being reclassified as debt. Although there were no audit findings, he did note that our unreserved, undesignated fund balance is over 4%. It is 6.5%, which is not significant and we have a plan for that so it's not an issue.

For Extraclassroom Activity Fund, the same findings were noted as prior year. Mr. Chamard continues to do a good job with these. However, we should have more details accommodating cash receipts and clubs should turn over funds for deposit in a more timely manner. Also the Board should look at inactive clubs to determine if they should be closed out. Not all clubs are doing profit and loss statements but they should be.

Tax Certiorari Update-A spreadsheet with current tax petitions was presented to the Committee. Potential liability is estimated to be \$244,271. It is not uncommon to start seeing these this time of year. Our Reserve for Tax Certiorari's currently has \$118,742. We may need to increase our reserve to cover potential liabilities.

Review of Financial Memorandum-We reviewed the Financial Memorandum, which includes the appointment of an Internal Controls Auditor.

Health Care Worker Bonus Program-The district has identified 15 employees who are eligible to receive a \$1,000 bonus for the first reporting period. The claim has been filed. We will likely wait until the third claiming period to submit the second claim since the second period includes the summer months when many of our employees are not working and would not meet the hours per week criteria.

Other Audits and Monitoring-The Single Audit of federal funding received, including cafeteria, will take place tomorrow. A TRS audit will be scheduled for the Summer of 2023. Our district has been selected for targeted monitoring of our Stimulus funding,

which will be a lengthy process. NYSED, in response to Federal pressure will now go back to review all stimulus funding, including grants that have already been closed out, accepted and approved. This monitoring will prepare us for future audits of these funds.

Capital Reserve-Fiscal Advisors has recommended that the district establish a Capital Reserve not to exceed \$5M to offset local share of upcoming Capital Projects. The district would not have to fund the entire amount if funds were not available. This reserve would need voter approval, so we should consider having it on our May ballot. We should also discuss changing our Repair Reserve to Repair and Equipment Replacement Reserve, to allow us to reserve funds for large equipment replacement such as tractors and trucks. This would require a public hearing and board approval, but not voter approval.

Other Discussion- We briefly discussed bus replacement, delayed delivery dates for buses and electric bus proposals. Because of the long delay in delivery, the committee recommended that we submit a letter of intent for two purchasing cycles. Laura Hagzan from Durham Student Services will join us at our November meeting to discuss bus replacement recommendations, and rider counts.

Our meeting ended at 4:25pm.
Next meeting: November 15, 2022, 3:30pm
Location: DL Room, Center Street

Respectfully submitted,

Lisa J. Weeks

Business Manager