

*Oneonta City School District
Finance/Audit Committee Meeting Minutes
January 17, 2024*

The meeting began at 5:15pm.

Members Present: Lisa Weeks, Business Manager; Tom Brindley, Superintendent; Shawn Beckerink, Board of Education; Shari Johnson-Ploutz, Board of Education; Sue Kurkowski, Board of Education.

Members Absent: Shari Johnson-Ploutz, Board of Education; Sue Kurkowski, Board of Education.

Admin Present:

Others Present:

Review of Financial Memorandum-We reviewed the Financial Memorandum for January 17th which included:

- Change in District Credit card vendor-more local to resolve any issues in a more timely manner.
- Generous annual donation for the Elementary Backpack programs.
- Voting Machine agreement
- Approval of tax attorney to assist with any tax related or IRS issues as our school attorneys do not specialize in that and have recommended this firm.
- Addition of Roth to our existing 403b option at no additional cost to the district. This provides our employees with an additional investment product choice.
- Asbestos testing agreement related to our Capital Project.

Budget Development Status-Forms have been made to all administrators and department heads in google drive and are due back to the business office by February 16th. Weekly meetings are taking place with Superintendent, Assistant Superintendent and Business Manager to discuss any updates. State Aid projections have been received. The current foundation aid formula provides us with a \$1.172M increase in state aid.

Chartwells Profit and Loss Statement- Statement was provided for September through December 2023. To date, we are operating with a profit. Additional discussion included the poor quality of the meals and portions. District has met multiple times with Chartwells and has not seen improvement.

Quarterly Student Activity Report-The committee reviewed the 2nd quarter financial report. We will check with John Chamard regarding clubs that appear to be inactive such as Robotics, Debate and Outdoor Clubs. If they are inactive, funds should be transferred to an active club and removed from the reporting. We will also check on clubs that have not had activity this year to determine their status.

Other Discussion-Other discussion included the Transportation Service. Service provided by Durham continues to be adequate. 2024-2025 will be the last year of our current contract arrangement with Durham. We may start analyzing the potential of providing our own service rather than an outside contractor.

Charging Station-Lisa needs to check with Fred to see if NYSEG has been there yet to do any evaluation of our current bus garage facility to determine what is necessary to support electric buses.

Our meeting ended at 5:55pm.

Next meeting: February 14, 2024; 5:15pm

Location: High School Library

Respectfully submitted,

Lisa J. Weeks

Business Manager