

BOYERTOWN AREA SCHOOL DISTRICT
Boyertown, Pennsylvania
www.boyertownasd.org
Finance Committee Meeting
Tuesday, January 28, 2014
Meeting Minutes

Mrs. Hartford, Finance Committee Chair, called the meeting to order at 9:32 pm in the Education Center Board Room.

Members attending: Mr. Caso, Dr. Christman, Mrs. Dennin, Mr. Elsier, Mrs. Hartford, Mr. Landino, Ms. Neiman, Mr. Stengle, Mrs. Usavage

Administration: Dr. Faidley, Mr. Scoboria, Mr. Szablowski, Mr. Katch, Mrs. Woodard, Mr. Grenewald

Members of the Public: 3

Everyone recited the Pledge of Allegiance to the Flag and observed a moment of silence

No Public Comment.

The minutes from the committee meeting of 1/13/14 were moved by Mrs. Usavage, second by Mrs. Dennin. The minutes were adopted unanimously via a voice vote.

David Szablowski introduced the District Financial Advisor, Brad Remig from Public Financial Management (PFM) advising that a financing opportunity was being shared before the review of the construction projects the financing would be used for, which were scheduled for discussion later in the meeting. Mr. Remig reviewed his presentation for a variable rate loan from the Emmaus Bond Pool (the Pool), which is included with these minutes. Mr. Remig explained that the pool has funds available to lend and he was presenting the option to Boyertown, which has utilized the Pool before and currently has a loan (Series 2006 Notes). The financing proposal terms were reviewed as well as the current interest rates on the variable debt. The proposal includes an offer from the Pool administrator to reimburse the District for the issuance cost of the loan. There were several questions about the Emmaus Bond Pool program that were addressed by Mr. Remig. The Committee agreed that there was some interest in the possible financing based on the Capital Projects that would be proposed by administration. Mr. Remig stated that he would respond to the Pool administrator that Boyertown did have interest in utilizing the program when and if the Capital Projects are identified and authorized.

Paul Grenewald and David Szablowski reviewed the new format of the Capital Projects listing, which includes longer range projects and cost estimates from the 2012 District Feasibility Study report prepared by EI Associates. The history and procedures used for the Capital Projects listing were discussed. The Capital Projects list tracks all the building improvements identified by administration over the last 10 years that have been completed as well as projects in process and future projects. Each year new building projects are added through the Budget meetings at each building and these projects are prioritized by Mr. Grenewald. Mr. Grenewald reviewed the

listings and discussed the 2013 Summer Projects and proposed the 2014 summer projects. There was discussion about the added Feasibility Projects and the fact that the costs were to bring a building back to “as new” condition. There was discussion about the process of approval for these projects and the funding in consideration of the District’s General Fund Budget, which is projected to be difficult over the next few years. The Committee agreed to the proposed 2014 Summer Project listing, and it was agreed to review the Capital Projects listing in more detail at the February 18 Facilities Committee meeting, with an administrative recommendation of projects.

Mr. Szablowski reviewed the 2014-2015 Building Operations Budget detailing the building data, personnel with total cost, and the non-personnel budget items proposed in the 2014-2015 budget. The total increase in the non-personnel related expenses reflects a 2.5% increase in costs. A copy of the presentation is included with these minutes.

Mr. Szablowski reviewed the 2014-2015 Transportation Budget by detailing the function and makeup of the department along with several facts about the department and transportation in general. The District replaced a 1998 student van this year and the plan is to replace the remaining 1998 van for transporting students. The two 1998 vans are planned to be re-purposed for use in the Facilities Department with older vehicles currently in use being retired and disposed of. There was discussion about the Transportation contract currently with Quigley Bus Service with a proposed executive session about the contract negotiations to follow this meeting. The projected cost of contracted transportation in the 2014-2015 budget reflects a 3% decrease. There was discussion about the transportation software, added software to handle student conduct and the elimination of transportation postcards in late summer as the District utilized the software and technology to communicate the student bus stop locations, bus numbers and times of each bus stop a.m. and p.m.

There were several committee comments about the capital projects and the feasibility study. Mr. Szablowski promised to share the 2012 feasibility study with the Board members by emailing the electronic version of the study.

Public Comment Period #2

Mrs. Dierolf commented on the capital projects budget and asked if the numbers used were from the EI Associates feasibility study.

Mrs. Hartford announced the following meetings:

February 4, 2014	Finance Committee, Junior High West	5:30 p.m.
February 4, 2014	School Board Meeting, Junior High West	7:00 p.m.
February 11, 2014	School Board Meeting, Education Center	7:00 p.m.
February 18, 2014	Facilities Committee, Education Center	6:00 p.m.
February 18, 2014	Parent, Community, Intergovernmental	7:00 p.m.

Mrs. Hartford announced the committee would meet in executive session to discuss contract negotiations after the adjournment of this meeting.

The meeting was adjourned at 11:21 p.m.