

North Boone Community Unit School District No. 200
Minutes of the Business Services Committee Meeting
District Office
6248 North Boone School Road
Poplar Grove, Illinois 61065
Monday, May 9, 2011
5:30 p.m.

CALL TO ORDER AND ROLL CALL

The meeting was called to order by Chairperson Laura Zwart at 5:30 p.m. The following Committee members were present: Dr. Steven Baule, Ms. Emily Gregory, Mr. Tom Kinser, Mrs. Cathy Nelson and Mrs. Jeannine Plath. Absent were Mr. Mike Greenlee and Mr. Mike Wesbecher.

AUDIENCE TO VISITORS

Linda Lammersfeld recalled that the district has proposed reducing bus routes, and she requested that the district not purchase another bus using grant money that could be used for other purposes.

REVIEW OF MONTHLY FINANCIALS (April)

Mrs. Nelson informed the Committee that as of the end of April \$339,140 has been vouchered and unpaid in the Education Fund. Taxes received are at 100% of the budgeted amount, interest earnings are only 39% of the budget and General State Aid is coming in twice a month as normal. Expenditures are in line with we are normally this time of year. In total, 95% of the budgeted revenues has been received and 83% of the expenditure budget has been spent.

There are no changes in the Operations and Maintenance Fund. The rental income and interest earnings are up because of long-term rentals. Purchase services are at 79% of budget and supplies expenses are at 80%. In total, 110% of the budgeted revenues has been received and 80% of the expenditure budget has been spent.

There is no activity in the Bond & Interest Fund other than interest income, which is at 44% of budget.

As of April 30, 2011, \$351,592 has been vouchered and unpaid from the Transportation Fund for the current fiscal year. Salaries expended are at 78% of the budget and benefits at 84%. In total, 99% of the budgeted revenue has been received and 78% of the expenditure budget has been spent.

The IMRF & Social Security Fund follow salaries, and only interest earnings and taxes go into this fund.

The only project impacting the Construction Fund is a portion of the windows and roof replacements at Poplar Grove Elementary, and part of that (windows) will be grant funded.

The only thing going into the Working Cash Fund is interest earnings and no loans are scheduled to be made out of that fund. Several requests have been made to the Village of Poplar Grove regarding impact fees; however, we have received no response, and the general feeling is that the village just does not have the funds.

A portion of our liability insurance is paid out of the Tort Fund, and that payment has already been made.

The identified work to be performed on the buildings has been scheduled for the Life Safety Fund.

In summary, the district has received just over \$16M and expended approximately \$14M.

There has been some discussion regarding prorating General State Aid. If the district receives everything as expected, we would get approximately \$199K more than budgeted.

OTHER ITEMS FOR DISCUSSION

Policy 4:80 Update

Mrs. Nelson distributed a draft document detailing processes to re-enforce procedures for handling cash receipts, including activity funds and gate receipts. The Committee felt this was a good start.

FY11 Amended Budget

The district is required to give 30 days' notice prior to filing a budget or amended budget; therefore, a notice will go to publication next week so the Board may vote on the amended FY11 budget at their regular meeting on June 20.

The Education Fund had just over \$12M in revenue with a total in all funds of \$16.8 and \$16.9 in expenses in the original budget. The biggest change in the amended budget is the inclusion of approximately \$600K from the ARRA grant. The first installment of tax bills is June 10 and the second is on September 10. A possibility exists that the district could receive 45% of the 2010-11 taxes this fiscal year, which could result in an increase of approximately \$4.2M in the amended budget. The decrease in fee income is due to the fact that registration is in July and August. There is one additional payment in categoricals and a slight increase in federal grants. There will be an increase in expenditures which match the ARRA grant revenue. The hourly pay for substitute teachers was decreased for the current school year; however, that has not impacted our ability to fill substitute teacher positions.

ARRA Grant Funds (bus purchase)

A proposal was taken to Board in March but was tabled pending ARRA's approval to purchase a used ramp van (4+1) and a used wheelchair bus (12+3). A CDL license is not required to drive the wheelchair ramp van. In order to achieve this purchase, the district proposes to trade in bus #48 (60 passenger) that will not be the most effective equipment for the anticipated route changes and use the ARRA funding that has now been approved. Mr. Mulholland assured the Committee that he had spoken with several dealers to get the necessary equipment at the best price. The two current leased wheelchair buses are not available for next year. These changes will have an annual savings of \$23,776. Mrs. Nelson added that there is a possibility that Boone

County has a similar bus to the white activity bus that may be in the district's best interest to purchase. This would result in another district asset and an annual savings of approximately \$7,200 in lease payments.

Miscellaneous

(No Miscellaneous items.)

ANNOUNCEMENTS

The next Business Services Committee meeting was scheduled for 5:30 p.m. on June 13, 2011 at the Transportation/Administration Building.

The meeting adjourned at 6:10 p.m.

Submitted by:

Laura Zwart, Chairperson