

**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  
Tuesday, August 13, 2024  
6:00 P.M.

**CALL TO ORDER AND ROLL CALL**

Mr. Kinser called the meeting to order at 6:00 p.m. The following Committee Members were present: Mrs. Hutchinson, Mr. Kinser, Mr. Mulholland, Dr. Greenlee, Stacey Corder, Treasurer Cathy Nelson, Marc Eckmann and Andrea Sowers. Also present was Mrs. Maxey and Mrs. Schilling. Absent were Liz Saveley and Holly Houk.

**AUDIENCE TO VISITOR**

William Randall spoke in regards to upgrading the financial software.

Roxann Grenlund also spoke in regards to the financial software.

**2024 BUDGET SUMMARY**

Stacey Corder presented the 2024 Budget Summary.

***Budget Highlights – Operating Funds***

- Ed Fund Revenue \$1,576,799 higher than budgeted
  - Interest, Lunch collections, FY23 revenue not in budget
- Ed Fund Expenses \$45,819 higher than budgeted
  - Benefit allocations were not correct
  - Outplacement costs
  - Purchase Services
    - The way things were coded in the past
    - Budgeted for sub nurses in salary accounts, not contracted services
- O&M Fund Revenue \$217,441 lower than budgeted
  - Adjustment of investment balances (the auditors are looking into this)
- O&M Fund Expenses \$56,391 lower than budgeted
  - Coding and timing
- Transportation Fund Revenue \$606,708 higher than budgeted
  - Interest allocation, State reimbursements
- Transportation Fund Expenses \$355,505 lower than budgeted
  - Capital equipment – not all purchased
  - Contracted services less – this was an estimate at budget time
- Working Cash Fund Revenue \$78,732 higher than budgeted
  - Interest allocation
- Working Cash Fund Expenses – none

- As a reminder, Ms. Corder noted that she does budget very conservatively and is confident that the District is ending in a much better position than was budgeted.

Discussion:

Why did the revenue go up in a month in regards to the interest? Per Ms. Cathy Nelson, Board Treasurer, the interest rates rose dramatically which in turn helped out a lot of districts with their budgets.

**INITIAL 2025 TENTATIVE BUDGET**

Ms. Corder presented two options for the initial 2025 Tentative Budget.

Option 1 is based on the 2023 Tax Levy that was approved. As a reminder, she stated that she is very conservative on the revenue as she would rather end up with more than anticipated. Also, she prefers to not add in revenue received in FY25 that was for FY24 Grants as that is reimbursing the District for those expenses.

Explanation was given for each Funds’ budgeted amount. This option would give a \$1.1 million deficit spending. There is still some work that can be “tweaked”. The ESSER Grant is now ending, there will be curriculum adoption, new software, Teacher Vacancy Grant will increase the revenue and the contracted positions that have been unable to be filled as well as a placeholder for an additional Psychologist for the District are included. The expenses budgeted are worst case scenario.

Operating vs. Non-Operating

NORTH BOONE CUSD 200  
 FY25 Tentative Budget 8/2024

FUND	FUND BALANCE 06/30/24	REVENUES	EXPENDITURES	FUND BALANCE 06/30/25	Change in FUND BALANCE
EDUCATION	\$12,392,147	\$19,416,392	\$20,531,528	\$11,277,011	(\$1,115,136)
OPERATIONS/MAINTENANCE	\$2,777,884	\$2,238,990	\$2,278,947	\$2,737,927	(\$39,957)
TRANSPORTATION	\$4,043,016	\$2,025,486	\$1,783,462	\$4,285,040	\$242,024
WORKING CASH	\$1,218,852	\$40,000	\$0	\$1,258,852	\$40,000
<b>Total Operating Funds</b>	<b>\$20,431,899</b>	<b>\$23,720,868</b>	<b>\$24,593,937</b>	<b>\$19,558,830</b>	<b>(\$873,069)</b>
DEBT SERVICE	\$5,804,704	\$2,655,345	\$4,764,469	\$3,695,580	(\$2,109,124)
IMRF/SS	\$475,577	\$1,099,035	\$1,099,000	\$475,612	\$35
SITE AND CONSTRUCTION	\$2,279,861	\$1,296,524	\$1,211,724	\$2,364,661	\$84,800
TORT	\$190,210	\$238,462	\$365,207	\$63,465	(\$126,745)
FIRE/LIFE SAFETY	\$68,175	\$2,500	\$27,000	\$43,675	(\$24,500)
<b>Total Restricted Funds</b>	<b>\$8,818,527</b>	<b>\$5,291,866</b>	<b>\$7,467,400</b>	<b>\$6,642,993</b>	<b>(\$2,175,534)</b>
<b>Total all Funds</b>	<b>\$29,250,426</b>	<b>\$29,012,734</b>	<b>\$32,061,337</b>	<b>\$26,201,823</b>	<b>(\$3,048,603)</b>
<b>All Funds Less Debt Service</b>	<b>\$23,445,722</b>	<b>\$26,357,389</b>	<b>\$27,296,868</b>	<b>\$22,506,243</b>	<b>(\$939,479)</b>

Option 2 includes removing certain items such as the financial software and the additional Psychologist.

Ms. Corder did go through the Funds explaining the changes.

The consensus of the Committee was for Ms. Corder to revamp her numbers to come up with a balanced budget for the Board Meeting on August 20, 2024, knowing that there can be amendments done and fund balance transfers can occur. Once the Tentative Budget is approved, it will be available at the District Office for 30 days and changes can be made within those days before final approval at the September Board Meeting.

### **FINANCE SOFTWARE**

Ms. Corder presented the Committee with three proposals for new finance software.

- Tyler Technologies, the preferred option, at \$107,353 which is broken down as \$76,800 for a one-time fee and \$30,553 for recurring fees.
- LINQ at \$94,687.50.
- DSI – in FY23 we paid \$46,011 with an annual fee of \$14,658.67 and in FY24 we paid \$34,409 with an annual fee of \$16,446.72. The amount for FY25 is expected to be an increase.

Ms. Corder stated that both of the new companies did do a demo and she already is aware of how DSI runs. The pros and cons from her team were shared with the Committee with Tyler Technologies being the choice that the Business Department would like to go with.

Discussion was had for implementation timeline-they would run side by side for one year. Was Skyward looked into. Ms. Corder did not look into Skyward. Will the exporting from DSI come at a cost and will there be issues doing it? Tyler Technologies does supply us with a template to export by ourselves if DSI poses an issue.

The overall consensus from the Committee was to trust Ms. Corder and her team on their choice of software.

### **COUNTY TAX LEVY ERROR**

Dr. Greenlee has penned a letter regarding the error and asked if it is still the intention of the Board to send something out regarding the County's error? This is something the Board would need to decide, not the Committee. It was asked to get the exact amounts from the County as there are discrepancies in the amounts that were given prior. This will be taken into consideration during the revamping of the Budget.

### **OTHER ITEMS FOR DISCUSSION**

*(none)*

### **ANNOUNCEMENTS**

*(none)*

**ADJOURNMENT**

The meeting adjourned at 8:48 P.M.

Submitted by:

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Tom Kinser, Co-Chair

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Judy Hutchinson, Co-Chair