****

**ECASB Budget/Finance**

**MINUTES—February 15, 2024 (DRAFT)**

**Erie 1 BOCES—Room A4**

**6:30 pm – 8:30 pm**

**ECASB Treasurer Patrick Boyle**

**Attending: Treasurer Patrick Boyle (Frontier), Phillip Kenline (Akron), Yvonne Douglass (Cheektowaga), Jeffrey Stewart (Cheektowaga-Sloan), Clarence (Dawn Snyder), Bonnie Vest (Cleveland Hill), Mark Nephew (Gowanda), Charles Specht (Iroquois), Paul Spors (Ken-Ton), Vice President James McDermott (Maryvale), Tom Provost (Orchard Park), Joseph Lowry III (Springville), Brian Laible (Sweet Home), Jeff Thorp (Tonawanda), ECASB Program Services Mgr. Jane Sullivan (Iroquois), ECASB Executive Director Dave Lowrey (Erie 2 CC BOCES and NYSSBA Area 1 Director), Ryan DiPasquale (ECASB Executive Bookkeeper), Sue Beier (ECASB Secretary)**

**Excused: Lorry Goldhawk (Amherst), Sue Marston (Grand Island)**

**Absent: Jill Hopcia (Alden), Paulette Woods (Buffalo), Nicholas LaMarca (Depew), Donald Sutfin (Eden), Mary Busse (Erie 1 BOCES), Thomas Flynn (Hamburg), Andrew Stang (Holland), Shokey Albaneh (Lackawanna), Lake Shore (Dennis Feldmann), Kevin Davenport (Lancaster), James Sager (North Collins), Sarah Piwowarczyk (West Seneca), Dr. Michael Littman (Williamsville).**

1. **Pledge of Allegiance**
2. **Introductions – Participants introduced themselves and the districts they represent**
3. **Job Description/Task – The task of the group is to review the budget and approve and or make suggestions, as well as ask for clarification on items in the budget and on the quarterly reports sent to the committee.**
4. **Approval of Agenda – Motion to Approve the Agenda by Chuck Specht; Second by Yvonne Douglass. No vote taken due to lack of quorum.**
5. **Reports and Discussion – Patrick introduced Ryan DiPasquale and turned the meeting over to Dave Lowrey. Dave wanted to make sure that everyone receives the quarterly reports that are sent out which started shortly after Ryan came on Board. Over the course of the last three years, Ryan has been refining the Budget process, changing where expenses and income is allocated to make for a more transparent process. Ryan has also changed to a quick book format. In the past, different reports were completed in different formats including excel, word, and publisher. When the budget is completed, we basically take a look at past expenditures and programs and estimate based on the history of events. We have been able to streamline some areas of the operations. Additionally, we used to prepare the budget in December. This is the first year we pushed it to February so that we would have more historical data. The team was provided with a Statement of the Accounts and Budgets from the last two years. A few notes about this year’s budget:**
   * 1. **Sponsors revenue is up through the addition of a few sponsors and the addition of a Platinum level Sponsor.**
     2. **Under Expenditures, Dave’s salary is still frozen at $70,000 due to his retirement in the NYS pension system, where he is under a 2-year waiver. The expense that we would most likely to pay a new director would be in the neighborhood of $89,000, had we advanced the salary.**
     3. **Insurance decreased due to a bookkeeping issue in the dates that the expense was paid out from year to year.**
     4. **The net revenue generally falls between $10,000 - $25,000 and will likely be the same in 2024-2025.**
     5. **There is no dues increase proposed for the 2024-2025 school year.**
     6. **Overall costs of programs will vary based on different cycles ie….Awards Dinner (if we are buying longevity plaques for the office, we will incur that expense every 10-15 years.**
     7. **There were no questions raised from the attendees. All agreed to approving the budget, however a quorum was not present, so we will need to have an on-line vote.**
   1. **Statement of Activity 2022-2023 (Goldenrod)**
   2. **Budget vs. Actual 2023-2024 (Pink)**
   3. **Budget Overview 2024-2025 (Green) – All of the reports above have been sent out to the Budget and Finance Committee – this will be sent out again, asking for Budget and Finance Committee members to please vote.**
6. **Approval of Preliminary Budget Vote -**
7. **Budget and Finance Committee Update**
   1. **Associate Member (Starpoint and Pioneer) – Starpoint and Pioneer both have a very small portion of their district fall within the boundaries of Erie County. They boards are included on all emails, and are invited to attend all events at cost. Pioneer has taken advantage of the program, however Starpoint has not at this time.**
   2. **District Clerks – ECASB is working with a group of District Clerks to perhaps have a local District Clerk organization. They are one of the only groups that do not have their own groups to provide professional development and resources.**
   3. **Marketing and Advertising Update – Increase in levels; increase in sponsors past year**
   4. **Program Update—2023-2024**
      1. **Team Meetings – Team meetings still have to occur.**
      2. **Prospective School Board- Will take place at the end of March**
      3. **Speed Boarding- Will likely take place at ERIE 1 BOCES newest program at headquartered at Calspan on Genesee Street**
      4. **2nd Annual Road Rally- Will be held April 27th. Location will be announced at a later date. Only 5-6 districts participated, however all indicated that it was a lot of fun and not enough time.**
      5. **Legislative Wrap Up Breakfast- We have alternated with a dinner and breakfast. In the fall of the year, we have an event where we talk about our wants and needs. We then advocate locally with legislators in their office. We then travel to Albany for the capital conference. That concludes with an event where legislators come and talk to us about reasons they were successful/ unsuccessful in specific areas and what we can do to better advocate.**
      6. **Governance Training- Will happen on a Tuesday evening and Saturday….3 hours for each session.**
      7. **Annual Dinner- Annual dinner will be at Klocs. Boards are encouraged to submit names for various ECASB awards.**
      8. **Fiscal Oversight Training- Is the last event of the year. Will be held on a Tuesday evening and Saturday for 3 hours for each of the parts.**
      9. **(Boards are approving policy about training for Board Members. The Law specifically states 6 hours for FORT but no hours are stipulated for the Governance, however, the specific topics are defined that need to be instructed.**
   5. **Timeline for Budget – If the Budget and Finance Committee approve of the Budget, no further meetings are needed.**
8. **Other** 
   1. **Ed Bysiek Accounting**
      1. **2023 Yearly Report**
         1. **Financial Advisory Committee: Tricia Andrews, Andrea Wisniewski, and Stephanie Dombrowski – Still have yet to meet. Were supposed to meet and it got delayed to the winter storm.**
   2. **Legislative Issues –** 
      1. **CVA/Hold Harmless/Foundation Aid/Emission Free Buses/ - All these issues are legislative issues that have an impact on school budget**
9. **Round Table – 1-2 minutes regarding any “financial”**

* **Cheektowaga – New mascot – Chargers! Yvonne had to leave to attend her son’s concert. He is a senior and she has attended everyone of his concerts. The group wished her well.**
* **City of Tonawanda – Now known as the Timberwolves. There was concern from some community members about the cost of the change. Overall things are going well.**
* **Springville – Biggest concerns are about zero emission buses. (Dave mentioned he had been at the Board meeting the night before and heard a program about the Seal of Civic Readiness. PBS is looking to create a program that focuses on students).**
* **Ken Ton – have a financial gap to close. This year they will not put up a bus proposition. Usually they buy 7-10 buses but are waiting to see what will happen with Zero Emission Buses. Had an internal audit that recommended 4 changes or minor adjustments. Focus is on IT and updating policies.**
* **Cheektowaga Sloan – Looking at increase in transportation costs due to Zero Emission Buses. Extended a 3 year contract with First Student.**
* **Cleveland Hill – Overall enrollment is up slightly.**
* **Sweet Home – Settled teacher contract after going to mediation. Early stages of Capital Project process. Reconfiguration of Boulevard Mall property could add a few more hundred students. They are out of space at all of their buildings. Amherst is raising taxes quite a bit, so the district is trying to stay as close to zero as possible since the school budget is the one taxpayers can vote on. District provided a workshop on Zero Emission Buses at the NYSSBA Convention in Buffalo.**
* **Clarence – Capital Project was approved in December of this year. Mostly infrastructure type projects.**
* **Gowanda – Electric Buses are a concern. Will have a big impact on their district no only in terms of the costs, but the operations within a rural/hilly school district.**
* **Akron – Added a financial course to the high school for all seniors to pass. Currently have a new superintendent. Looking for a new Director of Special Education. State is holding up the review process on capital projects forcing districts to go out later and later.**
* **Orchard Park – Last few years, they have been at 0% tax increase…this year, they most likely will be at the tax cap limit. With the Bills stadium now under construction, it is affecting not only cost for the projects in the district, but the labor market is much tighter. District is also concerned about the Zero Emission Buses and the timelines.**
* **Frontier – In the middle of a 70 million dollar project. District was not hurt as much as others due to Governors Budget.**
* **Maryvale – still waiting for funding for Asylum students. Will have difficult time financing Zero Emission Buses due to the cost of the extra students that came into district with no funding from the state.**
* **Iroquois – Now know as the red hawks. Process of selecting the new logo was similar to when the district selected the Chiefs back in the 50’s. Closing the gap in funding is getting harder and harder. They are and have just been happy to maintain current programs over the years. Tired of the elected officials not representing their constituents.**

1. **Motion to Adjourn – Meeting adjourned at 7:57**