

**Skaneateles Central School District  
Board of Education**

Audit, Budget, and Finance Advisory Committee  
Minutes  
01/21/20

The meeting came to order at approximately 5:30 PM with the following in attendance:

**Board of Education Members:** Tom Lambdin, Michael Kell

**Advisory Committee Members:** Susanne Guske and Jennifer Young

**District Members:** Christine DeMass and Steve Musso

Mrs. DeMass opened the meeting with a review of the agenda. Mr. Kell advised he would be reporting back to the full board.

Mrs. DeMass reviewed the program budget review I with the group. She advised that this was at a high level as many things were still being reviewed and discussed. She advised that there is a potential need for another special education teacher at the elementary level and advised that we have yet to receive any formal retirement notifications. Mrs. DeMass also discussed the potential need to hire a Lan Technician in house as the cost to have the shared services from OCM BOCES have increased by \$21,000 over the 19-20 cost. The committee posed a few questions around staffing and services provided through BOCES as the district has tried different solutions in the past. Discussions will continue around this once the final service requests from BOCES are received and the revenue side of the budget has been determined.

Mrs. DeMass updated the committee on the TRS range and the ERS rate. She also advised that, based on preliminary information, she believed healthcare insurance rates would remain flat or close to flat. Dental insurance rates have increased 6% for the year and will hold at that rate until June 30, 2021. She also advised that contract negotiations for both the teacher and the administrators are coming to an end and details will be shared once the BOE ratifies both contracts.

Mrs. DeMass closed this agenda item by discussing the anticipated increase in transportation contractual rates as well as advising that we are continuing to receive information about BOCES services and pricing.

Mrs. DeMass continued the discussion of enhancing the District's reserve plan from the last meeting. The conversation included the ERS reserve, capital reserves, repair reserve and the tax certiorari reserve. For the ERS reserve, the committee would like to see if there is any more historical data we can use before a target amount is set. Mrs. DeMass will further review and report back to the committee with a recommendation. The current capital reserves and their purposes were discussed. Mrs. DeMass then mentioned the need for another capital reserve. This reserve would be the third proposition on the ballot for the May 2020 vote. She showed the committee the debt schedule and explained how there would not be another large drop in debt service. She advised there could potentially be some smaller ones down the road starting in 2031-2032. With this in mind, she advised that it would be beneficial for the district to have capital reserve money to lessen the impact of a future project. The committee advised that communication around this was very important and Mrs. DeMass agreed. Mrs. DeMass also advised that we would need to discuss where to put the remaining funds (above the required 4%) from the 2019-2020 budget at the end of year. The committee advised they would also like to see what other reserves could be used that the district has not utilized in the past.

Mrs. DeMass closed the meeting by asking if there were any other thoughts around the budget newsletter. She advised she has shared prior feedback with CiTi BOCES and will work with them to develop this year's newsletter.

The next meeting is February 25, 2020 at 5:30 – 7:00.

The meeting adjourned at 7:00.

Respectfully submitted,

Michael Kell