

Business Committee Meeting
Monday, February 13, 2012 4:30 PM

Board Room
1519 10th Street
Gering, NE 69341



Minutes

1. Attendance

Also in attendance were Tim Meisner, Don Hague, David Ferreyra, David Pauli, Eldon Hubbard and George Schlothauer.

2. Booster Club Member

Jackie Smith introduced herself and explained that she was present to discuss the Booster Club's attainment of a 501(c)3. Smith has been involved with the Booster Club for many years. The club has previously been asked to combine their funds with the district one year and to separate their funds from the district another next. She clarified and explained the Club's treasurer's past records and the progress that has been made. Currently, funds are turned in to the front desk at the school, where there are checks and balances provided. Smith feels that this is a good system and has requested that it remain in place. By assuming responsibility for the Club, Smith becomes personally responsible for funds while in her possession. Tax return fees for the club were also discussed, as the Club does not wish to spend their fundraising dollars on these expenses. Brunner explained that the request to separate Club funds comes from the district auditor rather than from the School Board. By housing Club funds under the district, it makes the district responsible for their funds. Hague suggested that Meisner discuss the issue with legal council. Clubs have previously opened up accounts using the district's tax number. Bulldog fundraisers were also discussed. Brunner expressed his appreciation to the Booster Clubs and offered to help work within what the district's financial advisors want. Smith restated that she believes it is better to keep their funds under the district's umbrella. Copsy asked Meisner to see if there is a happy medium that could be reached. Meisner will email other district's to see what the norm is.

3. Chairperson Designation

Copsy will serve as chairperson for the Business Committee.

4. After School Program 2nd Quarterly Report

Principal Betty Smith submitted the 2nd Quarterly Report for the After School Program. The program has been running well. The program is funded by a grant.

5. Review Bills

Apparel identification was discussed. Meisner stated that better descriptions of line item purchases will be implemented. Booster Club funds were also discussed. Various questions were addressed regarding specific expenditures. New potential janitorial procedures were explained by Meisner.

6. Review Financials

Meisner explained an update to the financial statement. Balances in various funds were discussed. Contingencies for the new Lincoln Building were discussed. The Building and Depreciation Funds were reviewed.

7. Approve Playground Equipment Bid for Lincoln Elementary

Lincoln Principal George Schlothauer explained proposed playground preparations and purchases to the committee. A picture of the proposed playground equipment structure was displayed. Rubber nuggets will be utilized under the playground equipment. Schlothauer will seek funds from local civic groups to assist in the purchase of playground equipment. Equipment warranties were unknown at the time of this meeting. Old playground equipment will be sold at the Haig auction.

8. Approve Furniture Bid for Lincoln Elementary

A bid for furniture at the Lincoln building was reviewed. Schlothauer detailed each item being purchased. The initial purchase will include chairs for other buildings, which will be paid for out of each building's funds. Delivery is expected in May.

9. Approve Purchase of Ben Q's

Meisner distributed a breakdown of BenQ purchases for the district. No cabling will be needed at the new Lincoln facility. One unit will be portable and will be used for board meetings. By purchasing in quantity, it lowers the cost. Items need to be installed in the building before the final flushout takes place. Russ Hamer will install the units.

10. Recommendation to Approve Software Purchase

Meisner stated that the district's IT department has recommended purchasing a new web filter system. The department believes utilizing the same vendor for both the filter and anti-virus can save the district \$2.75 per workstation. Current contracts renew this July, then the following year for the same amount of \$19,000. Additional licenses will also need to be purchased. Copsey asked if remote private users are covered as well. Brunner asked why we don't utilize a 3rd party to monitor district security. Meisner will discuss it with the district's IT department. The district's current antivirus software expires in September of this year. The current web filtering contract has 3 years remaining on it. If the district switches to Sophos all units will be on the same contract. Brunner would like to see the numbers for both filters and antivirus to be the same and equal. The new suite is \$19,179.45 for a 37 month term. The current contracts will be credited if the Sophos Suite is purchased. Meisner will investigate outsourcing the IT department.

11. Lincoln Contingencies

11.1. Change Order Summary

The Lincoln project change order summary was reviewed. Leed qualifications were discussed.

11.2. Turf

An example of turf was displayed and discussed.

12. Old Business

12.1. 2012-2013 Draft Calendar

The 2012-2013 school calendar will be presented to the full board for approval. Graduation and prom dates will remain as is.

13. Adjournment