

Finance and Personnel Committee Meeting
May 22, 2012
5:30 p.m.

The Finance and Personnel Committee meeting of the Board of Education was held at the Central Office Board Room on Tuesday, May 22, 2012.

Chairman Lehman called the meeting to order at 5:34 p.m. and ascertained that the meeting had been properly noticed.

John Lehman, Chairman of the Finance and Personnel Committee, and committee members Peter Kaul, Christopher Kunz and Betsy Ellenberger were present. The following administrators and staff were also present: District Administrator-Mary Pfeiffer, Assistant District Administrator-Human Resources and Central Services -Vicky Holt, Director of Business Services-Paul Hauffe, Director of Revenue Enhancements, and Business Services Support-Jon Joch and Facilities Engineer – Andrew Thorson.

Chairman Lehman reviewed the posted agenda items for the evening.

Open Forum

As no one present wished to address the Committee, Chairman Lehman declared the open forum closed.

Natural Gas Purchasing Options

Mr. Hauffe and Mr. Thorson presented information to the Committee about an alternative method for purchasing natural gas for the District. The committee members were provided an overview of the concept and were informed of multiple strategies and techniques that other governments have used to lower natural gas costs. Purchasing natural gas from an alternate vendor can also provide some benefits to the utility budgeting process. It is the Administration's intent to actively pursue this alternative and have something in place as early as the next heating season.

Credit Card Processing Software

Committee members heard that the Business Office is proceeding with the implementation of credit card processing software. Mr. Hauffe explained that the purpose of this software is to provide more efficient, convenient, and self-serving capabilities for our parents, employees, and community members. Any individual needing to make a payment to the District for student fees, game tickets, building rentals, etc., will now be able to use a credit card for these purchases. The District will be charged a small fee for each transaction; the District can recoup a portion of that fee from the purchaser. The Administration recommended that a nominal convenience fee

of \$2.00 be collected from each user for each transaction and that information will be collected over the next year to support this recommendation.

Open Forum

As no one present wished to address the Committee, Chairman Lehman declared the open forum closed.

Future Agenda Items

The following topics will be placed on the agenda for future Committee meetings:
2012-13 Budget discussions as needed.

Motion by Kaul, second by Ellenberger to adjourn the meeting. Motion passed unanimously (4-0). Meeting adjourned at 6:30 p.m.

Next meeting: Board Room, Tuesday, July 24, 2012 @ 4:30 pm.

Respectfully Submitted,
Paul Hauffe, Director of Business Services