

Panel Meeting Minutes  
November 22, 2011

MINUTES OF MEETING  
FINANCIAL OVERSIGHT PANEL  
VENICE COMMUNITY SCHOOL DISTRICT NO. 3  
NOVEMBER 22, 2011  
4:00 P.M.

**CALL TO ORDER**

Chairman Rudy Wilson called the meeting to order at 4:00 p.m.

**ROLL CALL**

Present: Rudy Wilson, Chairman  
Dennis Brueggemann, Member  
Absent: Mary Kane, Member

Also present:

Jeff Endres, Financial Administrator  
Cullen Cullen, district superintendent  
Carol Reinhardt, district bookkeeper  
Toni Chandler, district secretary  
Carl Holman, ISBE Fiscal Consultant  
Brian Wuertz, district auditor

**PUBLIC COMMENTS**

Brian Wuertz, district auditor from Kerber, Eck & Braeckel, discussed the AFR FY11 with the FOP members. He indicated that this year's AFR had an adverse opinion issued because the district is on a cash basis and does not keep a fixed asset listing, which is one of the federal requirements of GASB 34. He also noted that there were two findings this year and that he has discussed both of them with Dr. Cullen as to how they can be remedied. He indicated that the audit takes him longer than it should because of software problems and that those problems should be fixed with the software company as soon as possible.

**REPORTS**

Dr. Cullen Cullen, district superintendent, followed up the auditor's presentation of the district's AFR by saying that he intends to contact SDS, the district software provider, immediately to take care of the problems that had been mentioned. He hopes to have that taken care of in January 2012. Dr. Cullen informed the FOP that a joint meeting between the Venice BOE and Brooklyn BOE has been set for December 8, 2011 for the purpose of discussing the feasibility study of reorganization. He also indicated that the Venice BOE has set future TAG meetings with ISBE in order to complete the necessary training for them. He then discussed the financial reports for the month and also reviewed a cash flow worksheet that he has recently been completing with the help of Carl Holman, ISBE.

In the absence of Shirley Davis, district principal, Dr. Cullen reported that the current enrollment in the district is 121 students K-8 and 38 high school students. This represents a considerable increase over the previous year.

Jeff Endres, Financial Administrator, informed the FOP that he had been working with Dr. Cullen on the tax levy and monthly financial reports.

Carl Holman, ISBE Fiscal Consultant, distributed to the FOP an annual financial report summary from 2003 to 2012. This summary shows where the district's finances were in 2003 when the FOP was established and where the district's finances are currently. He indicated that the report shows just how effective the FOP has been in managing the district's finances along with the district administration and Venice BOE.

#### **APPROVAL OF MINUTES**

Motion to approve the minutes from October 26, 2011 regular meeting was made by Dennis Brueggemann. Seconded by Rudy Wilson. Unanimously passed by voice vote.

#### **NEW BUSINESS – NOVEMBER 15, 2011 BOE REGULAR MEETING**

Motion to approve the November 15, 2011 Accounts Payable list in the amount of **\$76,194.22** and October 2011 payroll in the amount of **\$79,520.25** was made by Dennis Brueggemann. Seconded by Rudy Wilson. Discussion followed: Dennis Brueggemann asked about the per diem rate that is given to board members when traveling to the Triple I conference. He wondered if receipts were ever turned in for meals and how long had the district been giving the per diem rate. Dr. Cullen stated that the per diem rate had been in effect before he became superintendent and that receipts are not turned in by board members. Mr. Brueggemann indicated that this was a concern of his as for the amount of money spent on the per diem rate. Unanimously passed by voice vote.

Motion to accept the FY2011 Annual Audit (AFR) as presented by Kerbel, Eck & Braeckel was made by Dennis Brueggemann. Seconded by Rudy Wilson. Unanimously passed by voice vote.

Motion to approve the 2011 Tax Levy as presented by Dr. Cullen was made by Dennis Brueggemann. Seconded by Rudy Wilson. Discussion followed: Dr. Cullen explained that the aggregate levy increase was 1.72% and that the district tax rate would be \$4.3684, a decrease of approximately .14 from the current year. Unanimously passed by voice vote.

Motion to approve the Intergovernmental Agreement between Venice SD #3 and East St. Louis SD #189 for Venice students grades 9 – 12 to attend East St. Louis Senior High School for the 2011-12 school year at a tuition rate of **\$9,298 per student** was made by Dennis Brueggemann. Seconded by Rudy Wilson. Discussion followed: This represents an increase of **\$3,298 per student** from 2010-11. Dr. Cullen indicated that the district has been paying \$6,000 per student since Venice SD #3 students have been attending East St. Louis Senior High School and that he had negotiated this lower increase from what had been proposed by East St. Louis district officials. Unanimously passed by voice vote.

#### **PERSONNEL – NOVEMBER 15, 2011 BOE REGULAR MEETING**

No personnel action taken

#### **OTHER BUSINESS**

The next FOP meeting is scheduled for **JANUARY 25, 2012 at 5:00 p.m.**

The FOP will not meet in December 2011. The financial administrator will approve accounts payable list and payroll amounts.

#### **ADJOURNMENT**

Motion to adjourn meeting was made by Dennis Brueggemann at 4:55 p.m. Seconded by Rudy Wilson. Unanimously passed by voice vote.