

Panel Meeting Minutes
December 22, 2010

MINUTES OF MEETING
FINANCIAL OVERSIGHT PANEL
VENICE COMMUNITY SCHOOL DISTRICT NO. 3
DECEMBER 22, 2010
12:30 P.M.

CALL TO ORDER

Chairman Rudy Wilson called the meeting to order at 12:30 p.m.

ROLL CALL

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

Also present:

Jeff Endres, Financial Administrator
Deb Vespa, ISBE Division Administrator
Carl Holman, ISBE Fiscal Consultant
Shirley Davis, district principal
Carol Reinhardt, district bookkeeper
Toni Chandler, district secretary

REPORTS

Shirley Davis, district principal, gave the superintendent's report for Dr. Cullen, superintendent. Dr. Cullen was injured in a fall on the ice last week and has been recovering at his home. He hopes to be back to work when school resumes January 3, 2011. Ms. Davis reported that the TAG meeting has been scheduled for February 7, 2011. She reported that the K-8 district enrollment as of December 17, 2010 was 82.

Jeff Endres, Financial Administrator, reported on the status of the annual report that he hopes to have ready for approval at the FOP January 26, 2011 meeting. He also indicated that if Dr. Cullen is not able to return to work in January that he would be willing to come to the district at least one day a week to help with the day to day operations.

Carl Holman, ISBE Fiscal Consultant, distributed a summary of the district's four operational funds since FY02 and that the balances in the district's funds had improved during the past three fiscal years.

Deb Vespa, ISBE Division Administrator, reported on the status of the state funding for FY11 and potential FY12 cuts in the state budget. She will be monitoring the state budget very

closely this fiscal year and reporting on any shortfalls that may occur in revenue reimbursements.

APPROVAL OF MINUTES

Motion to approve the minutes from November 22, 2010 regular meeting was made by Dennis Brueggemann. Seconded by Rudy Wilson. Unanimously passed by voice vote.

NEW BUSINESS – DECEMBER 20, 2010 BOE REGULAR MEETING

Motion to approve the December 20, 2010 Accounts Payable list in the amount of **\$67,515.54** and November 2010 payroll in the amount of **\$74,830.95** was made by Mary Kane. Seconded by Dennis Brueggemann. Unanimously passed by voice vote.

Motion to accept the FY2010 Annual Audit as presented by Kerber, Eck & Braeckel contingent on the findings cited in audit by auditor was made by Dennis Brueggemann. Seconded by Mary Kane. Further discussion followed concerning some of the budget figures in the audit. Carl Holman, ISBE Fiscal Consultant, indicated that some of those figures did not agree with the amended budget figures on file with ISBE. It was suggested that those budget amounts be verified with the auditor and district personnel and that an amended audit be filed by the auditor if necessary. Unanimously passed by voice vote.

Motion to approve Midwest Service Group bid in the amount of **\$6,340.00** for the removal and disposal of asbestos related to the demolition of the kindergarten vestibule was made by Dennis Brueggemann. Seconded by Mary Kane. Discussion followed. Deb Vespa, ISBE Division Administrator, asked if this was going to be an O/M Fund or Life/Safety expenditure. Jeff Endres, Financial Administrator, indicated that it would probably be an O/M Fund expenditure and that he would check with Dr. Cullen to be sure. Unanimously passed by voice vote.

Motion to approve WG Services **base bid** in the amount of **\$77,960.00** for the partial building demolition and related work for the kindergarten vestibule project contingent on further discussion of alternate bids with architect and superintendent before preceding with the award of the base bid was made by Mary Kane. Seconded by Rudy Wilson. Further discussion followed. Mary Kane, FOP member, questioned the alternate bids and the description of each one. She indicated that further discussion and review should be done before any decision on the alternate bids is made by the district. Unanimously passed by voice vote.

PERSONNEL – DECEMBER 20, 2010 BOE REGULAR MEETING

Motion to approve Wilbert Glasper, sub custodian, effective December 7, 2010 at a rate of **\$12/hr.** was made by Dennis Brueggemann. Seconded by Mary Kane. Mary White, custodian, is on approved family medical leave for 12 weeks. Unanimously passed by voice vote.

OTHER BUSINESS

Next FOP regular meeting is scheduled for Wednesday, January 26, 2011 at 5:00 p.m.

ADJOURNMENT

Motion to adjourn meeting was made by Dennis Brueggemann at 1:20 p.m. Seconded by Mary Kane. Unanimously passed by voice vote.