

Finance & Facilities  
Subcommittee Meeting  
September 19, 2019  
Meeting Minutes

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*Board Members Present:* Sylvan Hershey, Carrie Soliday

*Administrators Present:* Tom Fortnum, Brad Hunt, Jason Perrin and Andrew Robinson

*Faculty Present:* Wally Choplick, Jim Hoffman and Nick Sanders

*Other People Present:* None.

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**1. Demographic Study Update** - Dr. Perrin said that this study was approved by the board to have a demographics expert, Shelby Stewman with Stewman Demographics, LLC. complete the demographics study. Mr. Fortnum added that the district should receive the results of the study before the next board meeting. The report will be shared with district officials. Dr. Perrin mentioned that he will potentially have him attend the second board meeting in Oct. to give its report.

**2. Copier Replacement Plan Update** - See the attached memo. District staff, including administration, found that it would be more cost-effective to purchase and own the copiers instead of leasing them. A committee assembled to go over the new copier options. Doceo is the chosen vendor as the prices were lower and they had good reviews. The district saved over 51% below the Co-Stars bid price. The equipment was purchased through Co-Stars cooperative bidding.

The pro version of PaperCut software will be added at a later date. It provides time-saving tools and security.

**3. Budget Timeline** - This process is the same as last year with slight modifications adjusted to the election cycle. Act 1 dictates some dates due to primary/election dates. The biggest decision point is in December, where the board must decide if they can stay within the Act 1 Index. The Act 1 index is 2.6% for the 2020-2021 school year.

**4. 5-Year Capital Plan -**

**a. Administration Building Chiller Replacement** - The chiller replacement was moved to 2019-2020 instead of 2020-2021. The chiller went down over summer. It

was temporarily fixed by the vendor. A study will be completed by Barton to see the best course of action for the chiller -- whether to replace or to fix.

**b. High School Roof - Replace EPDM on Gym & Receiving Room Area** - The intent is to have the bidding process opened by January/February for good pricing, per Mr. Hoffman.

**c. Districtwide Dump Truck Replacement** - The Dump truck engine died on its way to Franklin Township Elementary School. It was scheduled for 2021-2022 but will need moved up to the current budget year. District officials will work through Co-Stars vendors to get the best price.

**5. High School FIP – Major Mechanical / HVAC / Other Renovation** - The high school project's need moved up to 2021-2022. The committee approved moving it up last year. District officials will bring an engineer and construction manager on board soon to plan, design and move forward with the projects.