

Finance and Facilities Committee Meeting

November 18, 2021

Meeting Minutes

Administrators Present: Tom Fortnum, Jim Hoffman, Becci Leathery, Jason Perrin, Josh Reynolds and Belinda Wallen

Faculty Present: Sam Donahue

Board Members Present: Mike Dickerson, Al Moyer and Carrie Soliday

Guests Present: Michelle Smyers

Facilities:

1. Review Capital Improvement Program 5-Year Plan Booklet

- a. Mr. Reynolds handed out copies to all attendees and gave an overview of its contents that included spreadsheets, individual pages that give an in-depth look at the scope of work with the estimated budgets for each project, along with some pictures for members to visually see the updates/repairs needed.
- b. A few projects to note are finishes (mainly paint) in the schools to keep things up-to-date, safety/security updates, window replacements in the Administration building and FTE and paving/sealcoating Eisenhower.

2. Upcoming Current/Prior CIP 5 Year Plan Items

- a. **ADA Compliance Bathroom @ James Gettys**
 - i. This particular project will fold into the Capital Improvement Program under the 5-year plan.
- b. **Other**
 - i. Mr. Reynolds explained that the numbers being presented are adjusted for inflation and to be current with when the projects will take place.
 - ii. The committee discussed the turf project. Mr. Reynolds gave an updated price for two, end-to-end surfaces. The updated price has come down significantly compared to the previous price quote.
 - iii. The need for a field house was discussed and Mr. Dickerson suggested that the committee tour Mechanicsburg High School's new field house facility. Dr. Perrin suggested that the district do a feasibility study with Ms. Thurston, Gettysburg School District's Athletic Director.

3. Empowered Facility Management – Stan Morgan

- a. Mr. Reynolds explained how the Facilities Department would utilize FMX for utility management. Mr. Morgan has years of experience with FMX and would train staff on how to catalog equipment for mechanical, electrical, plumbing, etc. This system would help the Facilities Department to prioritize mechanical systems across the district so we can keep our maintenance up-to-date and have all of the information

in the system. Mr. Reynolds asked the committee if the district can utilize him at the professional rate given – all agreed.

Stan and packet are information items for December 6th – puts in front of whole board and then can go for action after they reviewed.

4. Other FIP Discussion

- a. None

Finance:

5. Act 1 Budget Resolution, Not to Exceed the Index of 4%

- a. Ms. Wallen explained that this indicates that the board is not entertaining anything above the 4% index. This will be put on the board agenda as an action item on 12/6.

6. Update to the 2021 Audit schedule

- a. The audit will come in January and will then be presented to the board at the meeting on February 7, 2022.

7. 5 Year Budget Resolution

- a. Ms. Wallen presented the first draft to the committee for review. This will be shared as an information item at the December 6, 2021 board meeting where the board can determine best how to revise and/or provide suggestions. The resolution is aligned with the district's mission, vision and values.

Future Items:

Next meeting will be held on Thursday, December 16, 2021 at 4pm in the Board Room at the Administration Building.