

Kirtland Board of Education

Finance Committee Meeting Minutes

August 9, 2012

- Meeting called to order at 7:02 am by Mr. Meyer. Present were Mr. Cosgrove, Mrs. Torok, Mr. Meyer (chairman), Mr. Barrett and Mr. Vasek.
- Approved minutes from meetings held on June 7, June 14 and July 12, 2012.
- Treasurer's report by Mr. Vasek
 - Reviewed July financial report; only month of results for the new fiscal year—too early to detect any trends; no problem areas identified
 - Reviewed detailed breakdown in “purchased services” spending for 2011-12 (which was under budget and prior year amounts); primary reasons include mild winter (resulting in lower utility bills) and lower legal expense
- Discussed reorganization of responsibilities in the Board Office as a result of conversion to part-time treasurer and the retirement of the superintendent's secretary; reviewed new job descriptions for Ms. Martz and Ms. Peretta (each of whom has taken on additional responsibilities and accountability) and the need for a part-time payroll clerk to fill the gap; net savings from reorganization (once finalized) will remain in line with overall administrative cost reduction estimates previously reported at Board meetings
- Final appropriations for 2012-13 will be established in September once final personnel costs are determined; in the meantime, principals and department heads will be asked to identify areas for cuts and/or reductions this year and next should the levy fail
- Levy: excellent campaign chair in Mark Trubiano; working with a consultant that helped Wickliffe and Garfield Heights pass levies last November.
- Meeting adjourned at 8:28 am.