

Kirtland Board of Education September 14, 2023 Finance Committee Meeting Minutes

The Committee met at the Kirtland High School Cafeteria and the meeting began at 4:00 PM. Board members Dr. Whitaker, Mrs. Green, Mr. Hayes and Mr. Withrow were present and Mr. Cosgrove joined by phone. Mr. Van Arnhem and Mr. Pendleton were also present.

1. TIF

Representatives from Sommers Development Group LLC presented a Tax Increment Financing proposal for the Everett Woods proposed development in the city of Willoughby, across the street from the Kirtland Country Club. They proposed a 30-Year 50% TIF. Their proposal is attached. A few members of the Board asked questions directed to the reason they were asking for the TIF as did a couple of members of the public. Reasons cited by Sommers Development Group were that construction costs have gone up and financing of the project required the TIF.

2. Approval of minutes from August 2023

The August 2023 Finance Committee meeting minutes were approved.

3. Monthly financial update

The books for August 2023 had not been closed before the meeting. Mr. Pendleton went through the Monthly Financial Report for Fiscal Year 2024 and Expenditure Activity Through July, which is attached.

4. SRO MOU

Mr. Van Arnhem brought the Memorandum of Understanding (MOU) Between the City of Kirtland and Kirtland Local School District to the Committee's attention. The MOU is directed to the school's resource officer, who will be paid \$21.46/hr by the school district, should the MOU be approved.

5. Staffing

Mr. VanArnhem reported that the district will need a Human Resources director in January 2024. Mr. Pendleton recommended a ½ time position. The position will be posted and both Mr. VanArnhem and Mr. Pendleton are exploring shared service options and will report back to the committee.

Mr. VanArnhem reported a proposal from Paramount School Solutions to provide payroll services. Mr. Pendleton recommended that he continue working with Mentor Schools for at least a few more months before changing to a new payroll services system.

6. Wellness proposal

Mr. VanArnhem reported a proposal from Paramount School Solutions to provide services so that the district would qualify for a decrement to healthcare premium costs. Mr. VanArnhem reported that he was working with Mr. Pendleton to implement plans to qualify for the decrement to healthcare premium costs and both recommended that they be allowed to pursue this in house before considering an outside firm.

7. Turf Replacement from General Fund Discussion

Brief discussions were had regarding setting aside money for turf replacement. Mr. Van Arnhem and Mr. Pendleton are to report back with money that can be used outside of the general fund for further discussion next month.

8. Frontline Proposals

Mr. Pendleton presented a proposal to purchase Frontline Financial Planning & Budgeting Analytics software and BoardDocs. Frontline was used to prepare the

financial reports for this month, and BoardDocs is currently being used for Board Policies and is proposed to be expanded to develop agendas and meeting minutes. Both products, for a total of \$22,955.63, were recommended to be purchased with ESC State Subsidy funds.

9. Longevity Pay discussion

Mr. Van Arnhem brought to the committee's attention that a few members of OAPSE did not receive longevity pay raises per their Collective Bargaining Agreement. He and Mr. Pendleton are looking into which members are owed money and how much.

10. September 18, 2023 Board Agenda Meeting Review

The Board Agenda was reviewed.

11. Public Comments and Questions

A member of the public brought to the committee's attention that he would recommend that the district purchase two new wrestling mats and that he was working with the Kirtland Athletic Boosters to pay for about half.

12. Adjourn

The meeting was adjourned at 6:00 PM.