

FINANCE/PERSONNEL COMMITTEE MEETING

Meeting Date: Tuesday, December 13, 2016 at 4:30pm.

Members:

Ms. Annett Johnson, Chair
Mr. Ken Darby
Mr. Richard Leonard
Mr. Michael Prombo
Mr. Steven Megazzini

Attendance:

Yes
Yes
No
Yes
Yes

Agenda:

1. Roll Call
2. Public Comments/Questions
3. Investment Presentation - PMA
4. Acceptance of the following donations
 - a. \$1,230 for books at Allen – Kit Truong, Operations Leader of Toyota Aurora
 - b. Matching gift of \$1,230 for books at Allen – Toyota4Good
 - c. One baritone and one clarinet to Krug band – Paul & Catherine Kukec
 - d. One clarinet and miscellaneous music supplies to Krug band/music – Rosalinda Kettleon
 - e. One trumpet to Krug band – Lorrie Darce
 - f. Three trumpets and five clarinets to Krug band – School & Community Assistance for Recycling & Composting Education (SCARCE)
 - g. \$100 for board games for Johnson – Meemic Foundation, Pamela Harlin
 - h. \$100 for the East Aurora NJROTC Program – Aurora Chapter of NSDAR
 - i. \$200 for the High School Key Club – Kimberly Groom
5. Acceptance of the following grants
 - a. \$2,500 AED Grant for 4 AEDs in the High School and Stadium – A.E.D. Grant Organization
 - b. \$15,000 Fit for Kids Grant for 21 bikes, 38 active monitors, 6 interpreters and childcare providers for health and fitness programs at Cowherd – Kane County Health Department
 - c. \$1,000 Let's Move – Active Classroom for Activity Works cross-curricular videos – Activity Works!
 - d. Up to \$1,500 for 2 years Good Sports Grant for PE equipment, supplies and materials for the middle and high schools – Good Sports, Inc.
6. Advanced Disposal
7. IASB PRESS (Illinois Association of School Boards Policy Reference Education Subscription Service) Policy Revisions
 - a. 2:120 Board of Education-Board Member Development
 - b. 2:200 Board of Education-Types of Board of Education Meetings
 - c. 2:220 Board of Education-Board of Education Meeting Procedures
 - d. 2:220-E1 Board of Education-Exhibit-Board Treatment of Closed Meeting Verbatim Recordings and Minutes

- e. 2:220-E2 Board of Education-Exhibit-Motion to Adjourn to Closed Meeting
 - f. 2:220-E4 Board of Education-Exhibit-Open Meeting Minutes
 - g. 2:220-E5 Board of Education-Exhibit-Semi-Annual Review of Closed Meeting Minutes
 - h. 2:220-E6 Board of Education-Exhibit-Log of Closed Meeting Minutes
 - i. 2:220-E7 School Board-Exhibit-Access to Closed Meeting Minutes and Verbatim Recordings
 - j. 2:220-E8 School Board-Exhibit-School Board Records Maintenance Requirements and FAQs
 - k. 5:180 General Personnel-Temporary Illness or Temporary Incapacity
- 8. Resolution Authorizing the Sale of Personal Property
 - a. Technology Items
 - 9. New Business
 - 10. Closed Session, if needed
 - 11. Adjournment

Minutes

Public Comments – None.

Investment Presentation

Mr. Michael Prombo introduced Ms. Audra Braski and Mr. Erik Stoltz from PMA Financial Network. Ms. Braski gave a background of the company and their investment procedures. Ms. Braski noted they provide investments as it relates to the liabilities of the school district. Mr. Darby asked for clarification on how PMA works in relation to insuring our funds since they are not a bank. Ms. Braski stated they broker the transactions to move the money into various depositories so they are covered by FDIC insurance. Mr. Stoltz noted that any amounts not entered into banks must have a certain credit rating issued by the S&P that matches the minimum credit rating set by the Illinois School Board.

Ms. Johnson noted that she would like to do better with the yields so we can live off the interest from the referendum bonds. Ms. Johnson mentioned she would like to see quotes on points paid to our various investment agencies and to choose an investment agency based on that data.

Ms. Braski noted that PMA was only investing in money market funds and has only recently moved into fixed rate investments.

Ms. Johnson noted that she thought that had happened earlier. Ms. Johnson noted there are better administrators now, but she would have liked her current investment companies to come to the board to let them know the administrators were not giving the brokerage firms direction.

Mr. Prombo and Ms. Braski noted they have placed some new investments this week. Ms. Braski noted she believes the Riverstreet funds have discretion to made trades on the district's behalf and that PMA has those options to give us as well.

Ms. Johnson noted she would like to see that proposal and has an interest in seeing some investments in Tax Anticipation Warrants. Ms. Braski noted they have those options available as well.

Mr. Stoltz presented the District's specific cash flow and the potential portion of investments that can be moved into long-term investments. Ms. Braski also noted the assets shown do not include the construction bonds, which are held in a separate account.

Ms. Braski then spoke briefly about PMA's Five-Cast product and compiling a five year projection for the District.

Mr. Darby asked how PMA is paid. Ms. Braski responded that PMA is paid by transaction and it is a PMA policy to keep the investments to maturity. Each type of investment has a different transaction fee.

Ms. Johnson would like PMA to review our current investments at Old Second Bank.

Donations – Accepted

Grants

Mr. Darby questioned the Fit for Kids grant and what happens to the programs after the grant is used.

It was also noted there was a typo and the \$1,500 should be \$1,500,000. Mr. Prombo noted that the grant required a 10% match component. Orders have been made but the “invoice” did not show the “cost” of the product.

Mr. Prombo noted that he will request the grant administrator be present at the board meeting to answer questions.

Advanced Disposals

Mr. Prombo presented the extension of the Advanced Disposals contract with no new price increases for FY17. However, the board never approved the extension. The proposal to extend the contract through July 31, 2017 will be presented to the Board on December 19, 2016 for approval.

IASB PRESS (Illinois Association of School Boards Policy Reference Education Subscription Service) Policy Revisions

Mr. Steve Megazzini reviewed the policy revisions with the committee. They will be presented as information on December 19, 2016 with action at a subsequent board meeting.

- a. 2:120 Board of Education-Board Member Development
- b. 2:200 Board of Education-Types of Board of Education Meetings
- c. 2:220 Board of Education-Board of Education Meeting Procedures
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- k. 5:180 General Personnel-Temporary Illness or Temporary Incapacity

Sale of Personal Property

The board briefly discussed the items up for disposal from the technology department. There were no items for question.

New Business

Ms. Johnson asked about a time clock update. Mr. Prombo noted his department will be testing the payroll in February and March as they cannot change the pay cycle due to the current CBA.

Closed Session – There was no closed session.

The meeting adjourned at 5:22pm.