

Olean City School District
Audit and Finance Sub Committee Meeting
Tuesday, October 15, 2019
410 West Sullivan Street
12:00 p.m.

Present: Andrew Caya Daniele Vecchio
 Janine Fodor John Bartimole – via phone
 Rick Moore Aaron Wolfe
 Vicki Zaleski-Irizarry

Guest: Dan Stetz

Internal Claims Auditor report

- Dan Stetz, presented a summary of internal claims exceptions that cover the period of February 2019 through September 2019. Mr. Stetz did comment that the number of exceptions, compared to previous reports, has decreased

Café: review of ECS food issue and impact to Olean schools

- Government food commodities distributor in Buffalo had to discard food due to freezers not maintaining a certain temperature

Café: review self-op vs. contracting

- The committee discussed outsourcing the management of the cafeteria program versus in-house management
- Daniele discussed the 2018-2019 profit and loss (loss of approximately \$50,000)
- Daniele will compile a history of in-house management versus outsourcing

Corrective Action Plan

- Daniele reported not major findings per the management letter
- Plan will be placed on the November 12th agenda

Budget guidelines

- Daniele reviewed the revisions to the guidelines

Budget assumptions

- Daniele reviewed the 2020-2021 budget assumptions (revenues and expenses)

YMCA After School Program

- Janine asked for an update; Mr. Moore noted that he met with Barb Sweitzer from the Y and the Mayor
- The committee recommended that Mr. Moore reach out to state elected officials as well as County officials (Jim Snyder and John Padlo)
- A determination needs to be made prior to the November 12th BOE meeting

Meeting adjourned at 1:05 pm.

Next Meeting: November 21, 2019