Account Payable Position
- Due to the recent retirement of Deb Kula, a vacancy exists in the Business Office.
- Kathy noted that a chart of Business Office responsibilities was devised identifying duties and responsible staff; options were reviewed and discussed with staff.
- Kathy discussed the breakage of filling the vacancy internally or contracting with BOCES (breakdown of cost and aid; efficiencies; re-shifting duties of AP and transportation).
- The committee discussed pros/cons of outsourcing various positions and noted that the district has closed schools, teachers, aides, and programs – we need to look at options to save money.
- Recommended from discussion to fill position and maintain position at the district.

Optional Insurance Coverage
- Kathy presented Utica Insurance Group coverage for data breaches (cost for Cyber data breach is $1245) and employment related practices ($7,000).
- Committee members recommended that Kathy and Cso further explore the data breach insurance and noted the District already has liability insurance and bonds employees.

2012-13 Property tax report card
- Kathy discussed the amount the District could have gone out for a tax levy per the legal limit versus the tax levy the District accessed which was less than the legal limit.
- Carry over discussions.

Budget Development Calendar
- The committee reviewed the proposed 2014-2015 budget development calendar; recommendations will be incorporated in the calendar.

Budget Advisory Ad Hoc Committee
- Kathy presented the tentative topics (Budget 101, assumptions, contractual issues; utilities analysis, debt service, etc.; meetings will be held on October 8, October 22, November 12 and December 10 from 5:30 to 7:00 pm.
- Opportunity to get input and educate the community on the budget process.
- Committee membership to consist of administrators, teachers, student(s); parents/taxpayers.

Budget Assumptions 2014-2015
- Kathy distributed a list of budget assumptions and each assumption was discussed.

Policy Review:
- #7430 – Contests for Students, Student Awards and Scholarships – reviewed; 1st BOE reading October 1st.
- The committee reviewed and discussed the Catt. Region Community Foundations Scholarship Fund Agreement which was reviewed by the District's attorney.
- Discussed language regarding termination; revocable versus irrevocable; BOE members being on the Foundation Board; District personnel involvement in scholarship recommendations.

Meeting adjourned at 12:52 pm.

Next Meeting: October 17, 2013.