

Finance Committee Meeting  
September 10, 2018  
Freedom Park

1.0 The meeting was called to order by Finance Chairman Brock at 4:33 pm.

Board Members Present: Manfredini, Espinoza Brock,  
Woywod, Fejt

Commissioner Fejt was excused due to work.

Staff Present: Executive Director Janda  
Treasurer Sebesta

2.0 Payables **(action)**  
2.1 September Payables- The Committee reviewed the payables and approved for payment.  
2.2 Other

3.0 Treasurers Report **(information)**  
Treasurer Sebesta provided an update on District finances and balances. Tax collections have been received with about a 93.7% collection rate achieved. Average yield is 2.0% and balances are \$1,457,917.

4.0 Account Reconciliations **(information)**  
The monthly reconciliations are complete through June. The CPA had a recent medical issue that delayed the reconciliations but is back at work now.

5.0 Old Business  
5.1 Grants Status **(information)**

5.1.1 OSLAD –Proksa-Update-  
• Billing and reporting in Process  
• Single Audit is scheduled for 9/13/2018

5.2 Berwyn Health District- Freedom Playground  
• Awaiting Official Notification and IGA- Expected by 9/14/18  
• All Hallows Eve - \$2,000 Sponsorship approved by Township.

5.2 Old Unclaimed Checks- Status- Mrs. Corpus said that additional checks have been cleared up.

5.3 Chart of Accounts Change Over-Status- Staff have requested quotes from MSI and are reviewing other agencies formats.

5.4 Mid-Year Financial Report Review-Staff have completed that semi-annual review of accounts to correct posting errors.

## 6.0 New Business

### 6.1 IMRF Enrollments- Informational

Executive Director Janda provided information to the Committee on ECRLP and Custodian staff that met the 1,000 hour requirement for IMRF participation. The Committee inquired if hours could be reduced and additional staff employed, but the reality is that pre-school hours are set by the number of weeks provided and the custodians are governed by the number of rentals, which covered the cost.

Board members are interesting in learning more about IMRF and staff will check if a session will be held at the January IAPD/IPRA conference.

### 6.2 Acting Foreman Pay Differential –Informational

Executive Director Janda provided information that he has appointed Sam Steinbach as acting Foreman with a \$1.50 per hour pay differential. Committee members questioned the need and expense and Janda assured them that it was prudent decision to keep operations moving and allow Superintendent Bzdyl to concentrate on additional work as well.

### 6.3 Sponsorship Requests

- Pav YMCA- The Committee agreed to sponsor \$100 with funds coming from the Community Support line item.
- Berwyn Arts Initiative – The Committee discussed the request related to the website and links and staff will address the issue in a professional manner.

### 6.4 WSSRA 2019 Shares

The Committee reviewed and discussed the 2019 share which show a \$10,000 increase for the District. The Committee unanimously agreed that the services received from WSSRA warrant the cost.

6.5 Scaffolding Purchase- Staff has purchased scaffolding for \$1203.00 and will receive a PDRMA reimbursement for \$500.00 as part of a ladder alternative program.

6.6 Trailer Purchase- The District has purchased a trailer for special events for \$4,700.

6.7 Picnic Table Purchase-Staff are seeking quotes to purchase 6 or more metal picnic tables to replace worn or add additional capacity to picnic grove use. Staff will check pricing at the NRPA Congress before ordering tables.

6.8 Ribbon Cuttings on September 18<sup>th</sup>- The Butterfly Garden and Pond Ribbon Cutting will be held at 6:45 on September 18<sup>th</sup> and will be a simple affair.

7.0 Adjournment- the meeting adjourned at 5:34 pm.