

Meeting Information			
<b>Meeting Date/Time:</b>	Friday, December 6, 2024 <b>2:00 PM EDT</b>	<b>Location:</b>	Virtually- Zoom
<b>Meeting Called By:</b>	Ms. Emily Zimmerman	<b>Purpose of Meeting:</b>	Committee Meeting
<b>Chairman:</b>	Ms. Emily Zimmerman	<b>Recording Secretary:</b>	Ms. Amy Reis
<b>Purpose Statement:</b>	Assist the Joint Operating Committee in fulfilling its oversight responsibilities of the LCCTC’s management of its financial resources. This includes, but is not limited to, LCCTC’s financial planning, purchasing, and capital management processes.		
Attendees			
Mr. Andrew Welk, Ms. Emily Zimmerman Mr. Tim Klein, Ms. Kelly Decker, Mr. Jeremy Wiker, Ms. Teresa Weaver, Ms. Rachel Hetzel, Ms. Amy Reis			
Minutes			
Call to Order at 2:04 PM by Ms. Emily Zimmerman.			
Previous Meeting Minutes Ms. Zimmerman	Previous month’s meeting minutes and open action items n/a		
Mr. Wiker - Audit update: The Auditor is pleased with what we have provided them. Teresa, Kelly, and I have provided everything they asked for. The AFR will be done by 12/31, but the audit will continue to be finalized into 2025.			
<b>Financial Reports</b>			
<ul style="list-style-type: none"> <li>● Treasurer’s Reports: <ul style="list-style-type: none"> <li>○ General Fund <ul style="list-style-type: none"> <li>■ <a href="#">October</a> - Began with \$9.52M; Ended with \$8.46M</li> <li>■ <a href="#">November</a> - Began with \$8.46M; Ended with \$8.85M</li> </ul> </li> <li>○ Cafeteria Fund - <ul style="list-style-type: none"> <li>■ <a href="#">October</a> - Began with \$739K; Ended with \$752K</li> <li>■ <a href="#">November</a> - Began with \$752K; Ended with 763K</li> </ul> </li> <li>○ Capital Reserve 2001 - <ul style="list-style-type: none"> <li>■ <a href="#">October</a> - Began with \$591.5K; Ended with \$593.9K</li> <li>■ <a href="#">November</a> - Began with \$593.9K; Ended with 596.1K</li> </ul> </li> <li>○ Capital Reserve 2018 - <ul style="list-style-type: none"> <li>■ <a href="#">October</a> - Began with \$416.1K; Ended with \$360.3K</li> <li>■ <a href="#">November</a> - Began with \$360.3K; Ended with 306.9K</li> </ul> </li> <li>○ Production &amp; Activity Accounts- <ul style="list-style-type: none"> <li>■ <a href="#">October</a> <ul style="list-style-type: none"> <li>● BT = Began \$2,590.53; Ended \$2,555.53 (PNC); Began \$47.4K; Ended \$52.7K (Fulton)</li> <li>● MJ = Began \$1,901.21; Ended \$1,873.71 (Northwest); Began \$69.8K; Ended \$75.6K</li> <li>● WS = Began \$760.56; Ended \$640.56 (PNC); Began \$87.6K; Ended \$91.7K (Fulton)</li> </ul> </li> </ul> </li> </ul> </li> </ul>			



## Finance Committee Minutes

easy to justify because it is primary reasons. Discussion continued on budget and communicating to districts. Ms. Zimmerman wanted to thank the team that held it together while we changed the leadership team. There were significant changes, and you all stayed the course and held it all together. Mr. Welk - echoed Ms. Zimmerman's thoughts. Ms. Weaver - introduced herself and wanted to thank Mr. Wiker for working through the budget and taking ownership of it. LCCTC is on the right course moving forward.

- [Extend agreement with PASBO for consultant until February 28, 2025](#)
  - Mr. Wiker is asking for a 2-month extension with Ms. Weaver. Ms. Weaver is willing to stay on into 2025. Ms. Zimmerman and Mr. Welk agree and see no issue extending her time.
  - Mr. Welk - What is the stipend amount for the Superintendent of Record? I would like to see an increase as he is doing an extensive amount of work. Ms. Zimmerman - If we cannot do something here, can we put something into place, such as a one-time stipend? Maybe a discussion for JOC. Mr. Wiker - I will have to look into this. I appreciate you mentioning this; he has done so much to help us. We should acknowledge him for working 16-20 hours on some weeks—discussion of options. Ms. Zimmerman - What is the action item on this? Mr. Wiker - Maybe discuss this with Ms. Sturgis. It might be an executive session item.
- [Skylight Replacement MJ Campus](#)
  - Mr. Klein - Previously, they did a roof restoration. Doesn't need to bid.
- [Repair and Replace Terrazzo Floor MJ Campus](#)
  - Mr. Klein - This is to replace the tiles that had to be torn up when repairing the sewer.
- [Dispose of Large Paper Folder Machine in a trade-in](#)
  - Mr. Wiker – this equipment is older. We could sell at auction, but we can get better value trading it in for the replacement piece of equipment.
- Approve Jeremy Wiker as the signatory on bank accounts, replacing Dr. Stuart Savin.

### Informational Items

- [Mount Joy House Plan through 2030](#)
  - Mr. Wiker - This will go to the Authority for discussion. This is informational!
- Agreements
  - [Caron Agreement](#) - Free Partnership
  - [IU13 Bulk Fuel Agreement](#) - This is a yearly agreement
  - Commonwealth Pest Agreement for all Campus - [BT](#), [HSC](#), [MJ](#), [WS](#)

Mr. Wiker explained that Ms. Hetzel will be joining each month as a “peer reviewer” to the Business Office

Adjourned at 2:54 p.m. by Emily Zimmerman

Next regularly scheduled meeting: Wednesday, January 22, 2025