

Finance Committee Minutes

Meeting Information			
Meeting Date/Time:	Wednesday, August 26, 2026 2:00 PM EDT	Location:	Virtually- Zoom
Meeting Called By:	Mr. Andrew Welk	Purpose of Meeting:	Committee Meeting
Chairman:	Mr. Andrew Welk	Recording Secretary:	Ms. Amy Reis
Purpose Statement:	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, Mr. Jerry Steinman, Mr.Philip Eby Dr. Scott Long, Mr. Jeremy Wiker, Ms. Rachel Hetzel, Mr. Tim Klein, Ms. Amy Reis			
Minutes			
Call to Order at 2:00 PM by Mr. Andrew Welk			
Previous Meeting Minutes Mr. Welk	Previous month’s meeting minutes and open action items None		
Financial Reports - Treasurer’s Reports: - General Fund - - June = Began \$22,764.95; Ended \$26,597.19 - July = Began \$26,597.19; Ended \$(62,892.15) - Money Market Account - - June = Began \$7,646,073.37; Ended \$6,666,007.36 - July = Began \$6,666,007.36; Ended \$7,233,280.02 - Cafeteria Fund - - June = Began \$283,922.75; Ended \$286,594.43 - July = Began \$286,594.43; Ended \$288,095.93 - Capital Reserve 2001 - - June = Began \$952,863.98; Ended \$1,649,726.07 - July = Began \$1,649,726.07; Ended \$1,654,634.03 - Capital Reserve 2018 - - June = Began \$1,713,855.81; Ended \$706,148.42 - July = Began \$706,148.42; Ended \$708,267.39 - Production & Activity Accounts - - June - BT = Began \$56,335.07; Ended \$58,624.69 - MJ = Began \$74,702.30; Ended \$66,798.83 - WS = Began \$78,858.64; Ended \$82,071.73 - July - BT = Began \$58,624.69; Ended \$55,841.85 - MJ = Began \$66,798.83; Ended \$66,140.74 - WS = Began \$82,071.73; Ended \$79,925.71			

- Bill Payment: Listing, Summary -
 - [June](#) = Grand Total Pd \$4,238,867.39
 - [July](#) = Grand Total Pd \$2,176,796.96
- General Fund - Bill Payment List -
 - [June](#) = Ttl \$3,226,767.67
 - [July](#) = Ttl \$2,176,796.96
- 2001 Capital - Bill Payment List - No Payments to report
- 2018 Capital - Bill Payment List -
 - [June](#) = \$1,012,099.72
 - July- No payments to report
- Internal Service Fund Report - Health -
 - [June](#) = Began \$1,271,909.23; Rev \$248,056.11; Exp \$168,808.83; Ended \$1,075,955.66
 - [July](#) = Began \$1,075,955.66; Rev \$285,890.08; Exp \$303,368.56; Ended \$1,058,477.18
- Internal Service Fund Report - Unemployment -
 - [June](#) = Began \$59,702.76; Ended \$55,982.93
 - [July](#) = Began \$55,982.93; Ended \$54,778.85
- 13 Month Rolling Treasurer's Report Balances - [June](#), [July](#)
- Financial Comparison -
 - [June 30th](#) - Reviewed the fiscal year.
 - [Current](#) -

Seeking Approval

- A Motion is recommended to approve and authorize participation in and accept the current and subsequent bids and awards of the joint purchasing programs for the fiscal year ending June 30, 2027: IU13 Cooperative Purchasing Group, CoStars, Keystone Purchasing Network (KPN), PEPPM (Technology Purchasing), and US Communities.
 - PEPPM: [PEPPM -](#)
 - Keystone Purchasing Network: <https://www.thekpn.org/>
 - COSTARS: <https://www.dgs.pa.gov/COSTARS/Pages/default.aspx#>
 - US Communities: <https://www.omniapartners.com/publicsector/who-we-serve/local-government>
- [Krapf Transportation Contract](#) - Mr. Wiker explained the new vendor. Durham is no longer an option. This is Kraft's contract. Mr. Wiker is hoping to move all contracts to start in September instead of Jan/Feb. For consistency. Kraft's contract is lower than Durham's cost. Mr. Steinman, do any school districts provide their own busing? Mr. Wiker - There are currently 5 Districts that contract their own transportation and bill CTC. Cocalico does its own and doesn't bill CTC. Elizabethtown provides its own, but wants to start billing CTC. Mr. Steinman - What doesn't Warwick have? Mr. Wiker - We contract directly with the bus company. Mr. Welk - Is there a discussion on making it uniform? Mr. Wiker - There are so many facets of transportation; it cannot be uniform. Mr. Steinman - Why does Cocalico not bill CTC? Mr. Wiker - In talking with Mr. Lutz, it is in both CTC's and Cocalico's best interest not to bill us. It maximizes funding.
- [West Earl Township - Reciprocal Temporary Sheltering & Reunification Facilities - Brownstown - Campus](#)
- [Jerre Martin Repair - Heavy Equipment Affiliation Agreement](#) - Mr. Wiker - This is a rental agreement. The company wants to store some of its equipment on our property and, in turn, allow us to use its equipment for classroom lessons.
- [Facilities Use Dental Hygiene](#) - Yearly Bingo fundraiser

Finance Committee Minutes

- [Facilities Use Vet Tech](#) - Micro-Chip open to the Community (Yearly event)
- [Items to be Disposed](#) - Mr. Wiker reviewed disposal items

Approve Finance Committee Report – Vote

Informational Items

- [Aetna Stop Loss](#) -
- [Assured Partners - ACA Filing](#), Mr. Wiker - This is new; we used to have another agency. This will be a smooth process, as they already provide other services for us.
- [MS EAP Agreement](#) - Mr. Wiker - This is for Adult Ed Students
- [Spooky Nook Facility Usage](#) - Mr. Wiker - MJ CTC graduations will be held at Spooky Nook. It is more than LCBC, but we can no longer use them. Mr. Welk, will you have to pay to park? Dr. Long - We paid the parking attendant up front, so there should be no parking fee. We did put a lock on the courts on each side of the space, so that should help with outside noise. We did look at other venues. The Nook lets us get more people. We signed a 1-year agreement.
- [2025/26 Campus Donations](#) - Mr. Wiker - Kelly put this together of all the donations we have received through the year. It is a great list to see how much support we have around us. Mr. Welk agreed with the amount of support and partnership we have around the county.
- Mr. Wiker - When we ran the numbers for the subsidies from all the districts. We should get \$3.6M.

-

Adjourned at 2:23 PM by Mr. Welk

Next regularly scheduled meeting: Wednesday, September 23, 2026