



## Joint Buildings & Grounds/Finance Committee Meeting Minutes October 26, 2021

### **Buildings and Grounds Committee Purpose**

The Committee provides the School Board with a broad, high-level overview of building and grounds areas of the district, acts as a sounding board for various projects, develops the project philosophy for both short-term and long-term needs, and provides communication back to the full School Board.

### **Building and Grounds Committee Leadership**

Charles Merris, School Board Committee Chair  
Mike Donato, School Board Committee Vice-Chair  
Mark Brooks, Chief Financial and Operating Officer

### **Finance Committee Purpose**

The Finance Committee provides the board with the opportunity to more closely review various aspects of financial administration. This committee provides input to the budget process, meets with auditors, does long-term debt planning with financial consultants and oversees the ongoing business process of our district.

### **Finance Committee Leadership**

Jim Maurer, Finance School Board Committee Chair  
Grant Keener, School Board Committee Vice-Chair  
Mark Brooks, Chief Financial and Operating Officer

Per Board Policy, if you intend to record any portion of the meeting proceedings, you must notify the Communications Director or other Administrator prior to the start of the meeting. A public announcement will be made at the opening of the meeting to inform all attendees that all or part of the meeting is being recorded by an audience member.

**Start Time:** 5:01 p.m.

**Location:** Hempfield High School Performing Arts Center

### **Attendees:**

**Board Members:** Linda Johnston, Jim Maurer, Dylan Bard, Charles Merris, Bill Otto, Grant Keener, Mike Donato, Pat Wagner, Chris Smiley

**Staff:** Kim James, Mike Bromirski, Mark Brooks, Mike Graham, Tab Musser, Stacy Kain, Dan Doutrich

**Absent:** None

**Time for Public Comment** (5-minute limit per Board Policy 903): None

**Buildings and Grounds Agenda Items:**



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- Gaga Ball Pit – Mountville Elementary (Stacy Kain/Dan Doutrich)
  - Eagle Scout project for current 10<sup>th</sup> grade Hempfield student
  - Bracket system that allows for relocation if necessary
  - Location will be at the back-left corner of the recess yard
  - Per Kim James, no permit is required because it is a removable structure
  - Installation will occur between spring and fall of 2022
  - Pricing information was presented
  - Will be funded by the PTO
  - Will be added to the board agenda on November 9<sup>th</sup> for approval
  
- Market Street Sports (Mark Brooks)
  - Albright and Thiry Orthodontics requesting naming rights by ticket booth and scoreboard
  
- CMS Roofing Update (Kim James)
  - All four HVAC units have been placed
  - Ductwork is 50% complete
  - Inside portion of the gym will be finished by the end of October
  - Remaining roof work will be completed in November
  - Students have access to half of the gym
  
- Facility Usage Fee Structure (Mark Brooks)
  - Group A will now include non-profit Hempfield youth sports organizations
  - Group B will be separated into two sub-categories for Hempfield non-profit organizations based on gross earnings
  - Group C will be everyone else
  - Local non-profit organizations must provide a 990-T and a 501c3 to the district
  - All current contracts for long-term facility use will be treated separately
  - Will be added to the board agenda on November 9<sup>th</sup> for approval
  
- Repointing—Administration Building (Kim James)
  - Additional repointing is required by the chimney and other areas
  - Will ask contractor to further evaluate the space for other repairs
  - CoStars quote
  
- Wrestling Lease Discussion (Mark Brooks)
  - Mr. Schopf agreed to a four-year lease

### Finance Agenda Items:

- Food Services Update (Mark Brooks)
  - Breakfast and lunch purchases continue to increase compared to last year



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### Current Budget/Financial Information (Mark Brooks)

- Local, State and Federal Revenue information presented to the board (2020-2022)
- Property tax, income tax and interest earnings presented to the board (2020-2022)
- Basic education funding and transportation funding presented to the board
- Current expenses presented to the board
  
- 2022-23 Budget Calendar (Mark Brooks)
  - Presented a budget development timeline to the board
  - Presented timelines from the department of education
  
- Act 1 Index Discussion
  
- Contracts

**Mr. Donato made a motion, seconded by Mr. Otto** to approve the following items:

### 1. Action items:

- Approval of non-school sponsored trip to Canada in the summer of 2022, to be advertised and informational meetings held with students and parents/guardians (reference attachment)
- Approval of non-school sponsored trip to China in the summer of 2022, to be advertised and informational meetings held with students and parents/guardians (reference attachment)
- Approval to accept the following donations from Patrick Mendez (class of 2005): (Value of donation below is \$12,500)
  - Five Hypervolt+ with Bluetooth, Five Hypervolt Cases, Five Spheres, Five Vypers
  - Five Venom Leg, Five Venom Left Shoulder, Five Venom Right Shoulder
  - Five ICT Knee, Five ICT Left Shoulder, Five ICT Right Shoulder
  - Two Normatec, Two Full Body Packages
- Approval to accept the following donation from Patrick Mendez (class of 2005):
  - 13 Hypervolt+ with Bluetooth and Cases (valued at \$6,000) for the football team
  
- Approval of a change order in the amount of \$7,600 for Frey Lutz for the CMS roofing/HVAC project (information forthcoming)

**Mr. Keener made a friendly amendment to Mr. Donato's motion** that the Board formally express their appreciation and thanks to Mr. Mendez for his generous donations to his alma mater.

**The friendly amendment to the motion was agreed to by Mr. Donato and seconded by Mr. Otto.**

There was additional discussion and questions for clarification related to the non-school sponsored trips to Canada and China.



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**Mr. Donato made an amendment to his original motion, seconded by Mr. Otto** to add that the Board officially approve the use of school space by non-school groups for advertising and holding meetings related to the non-school sponsored trips to Canada and China.

**Vote: "Aye" 9; "Nay" 0; Motion passed.**

**Mr. Maurer made a motion, seconded by Mr. Donato** to approve the following contracts:

**2. Contracts:**

- Big Brothers Big Sisters of Capital Region
- Chick-fil-A product resale agreement
- Intelligent Education LLC
- Market Street Sports Group LLC -Albright & Thiry Orthodontics
- Penn State Health Community Medical Group LLC -District Physicians
- TriStarr Staffing - Nurses

**Vote: "Aye" 9; "Nay" 0; Motion passed.**

**Mr. Keener made a motion, seconded by Mr. Maurer to adjourn to executive session.**

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Mark W. Brooks  
School Board Secretary

**Future Meeting Dates:**

November 16, 2021, Hempfield HS, PAC

December 21, 2021 (location to be determined)