



FINANCE COMMITTEE MINUTES

October 10, 2024

Committee Members: (*indicates present)

- *S. Penhollow, Chairperson
- A. Lloyd, Buffalo Representative
- *K. Burnett, CCAA Representative
- *B. Hickson, ECIC Representative
- *J. Contento, NFL Representative
- *E. Valley, NO Representative
- *M. DiFilippo, Executive Director
- *B. Fadeley, Treasurer

Guests:

- *Justin Reid, The Bonadio Group
- *Hayley Dimon, The Bonadio Group

1.0 2023-2024 Audit

J. Reid and H. Dimon provided a review of the audit and the subsequent final, confirmed results.

Highlights of that review include:

J. Reid reminded the committee that the Section has now completed its second year operating on a full accrual basis of accounting. This change was mandated by New York State.

J. Reid and H. Dimon shared the results of the audit, presenting a final review of the 23-24 financial statements and giving their confirmation of issuing an unmodified opinion, which is the highest level of assurance given, a conclusion in all material respects, and in accordance with the applicable financial reporting framework.

The net assets, otherwise referred to as the fund balance, appear to be a significant number, which is directly attributed to the gate revenue realized for this past 23-24 year. Essentially, it was a good year, with a high spectator turnout. Conversely, in determining if the fund balance is too high, a comparison between the total revenue and expenses was reviewed, revealing the fund balance to be 40% of the total percent of expenses, which translates to 5 months of reserves. In consideration of the unpredictability year to year of the variables that can affect gate revenue, a 5 months of reserves fund balance is very reasonable.

Looking at the overall expenses, they remained almost the exact same as the prior year, fluctuating within about \$3000 of one another. From a higher-level review, total program expenses were 75% of total expenses, which translates to 75% of every dollar spent went directly to sports programs. Whereas management expenses are almost identical year after year. The jump in sectional and regional gate revenue was credited to weather and match-ups, which is all out of management's control to budget.

Bonadio representatives will now work with B. Fadeley regarding the final steps of the audit, completing the representation letter, filing the federal 990 form and completing the CHAR500 report.

2.0 Treasurer's Report

2.1 Treasurer's Report (Appendix A)

The fund balance is in good standing.

B. Fadeley reported that she transferred \$60,000 from the Bank of America account to the Section's ArbiterPay account in preparation for Fall 2024 post season officials and administrative expenses.

The funds previously resting in the Bank of America money market account were moved to a certificate of deposit to generate a greater rate of interest. The money market account will remain open to use as needed.

3.0 New Business

3.1 2025-2026 Proposed Budget Draft (Appendix B)

A proposed budget was presented to the committee. M. DiFilippo and B. Fadeley went through the line items in detail, sharing the rationale for assigned amounts and answered questions from the committee.

Motion to approve the draft of the 2025-2026 proposed budget

CARRIED

Hickson/Contento

3.2 2025-2026 Coordination Fees

Based on the data proposed in the 2025-2026 proposed budget, the committee feels that the **formula** for coordination fees can remain as is/same as 2024-2025, with no increase in the amounts that comprise the formula for dues.

4.0 Old Business

Nothing to report

5.0 Good of the Order

5.1 Next Scheduled Meeting – Thursday, January 9, 2024, via zoom

APPENDIX A
Section VI NYSPHSAA, Inc.

Treasurer's Report

As of October 8, 2024

Oct 8, 24

ASSETS

Current Assets

Checking/Savings

1040.1 · Bank of America CD	26,105.59
1043.1 · Northwest CD	314,533.60
1050 · Arbiter Pay	60,000.00
1030 · Bank of America Checking	374,402.72
1040 · Bank of America Money Market	1.69
1043 · Northwest Savings Bank	121,920.01

Total Checking/Savings	896,963.61
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Total Current Assets	896,963.61
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TOTAL ASSETS	896,963.61
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LIABILITIES & EQUITY	0.00
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Dedicated Funds

	<u>Received</u>	<u>Accrual</u>
Boys Ice Hockey	\$ 87,500.00	\$ 125,000.00
Girls Ice Hockey	\$ 27,500.00	\$ 49,500.00
Indoor Track	\$ 104,000.00	\$ 130,000.00
	<u>Budgeted</u>	
State Championships	\$ 212,000.00	
	\$ 431,000.00	

FUND BALANCE	\$ 465,963.61
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Actual 2023-2024		Budget 2024-2025 Approved Jan 2024		Projection 2025-2026	
Erie 1 BOCES		Erie 1 BOCES		Erie 1 BOCES	
Revenue		Revenue		Revenue	
Coordination Fees (BOCES Billing)	\$ 370,705.00	Coordination Fees (BOCES Billing)	\$ 619,000.00	Coordination Fees (BOCES Billing)	\$ 582,520.00
Off. Recruit. & Ret. (BOCES Billing)	\$ 14,200.00	Off. Recruit. & Ret. (BOCES Billing)	\$ 14,200.00	Off. Recruit. & Ret. (BOCES Billing)	\$ 14,200.00
Travel Pay (BOCES Billing)	\$ 8,875.00			Travel Pay (BOCES Billing)	\$ (4,888.00)
Total Revenue	\$ 393,780.00	Total Revenue	\$ 633,200.00	Total Revenue	\$ 591,832.00
Operating Expenses		Operating Expenses		Operating Expenses	
Salaries	\$ 228,652.00	Salaries	\$ 318,500.00	Salaries	\$ 339,085.00
Executive Director		Executive Director (117,500)		Executive Director (118720)	
Office Staff		Office Staff (111000)		Office Staff (125915)	
Treasurer		Asst. Director (90,000)		Asst. Director (94450)	
Equipment	\$ 1,424.00	Equipment	\$ 1,500.00	Equipment	\$ 1,500.00
Supplies	\$ 1,029.00	Supplies	\$ 500.00	Supplies	\$ 2,300.00
Contract Services	\$ 113,533.00	Contract Services	\$ 130,000.00	Contract Services	\$ 150,000.00
Benefits	\$ 89,367.00	Benefits	\$ 140,000.00	Benefits	\$ 148,400.00
Computer/Technology	\$ 10,740.00	Computer/Technology	\$ 13,500.00	Computer/Technology	\$ 13,500.00
Rent/Utilities, Etc.	\$ 13,264.00	Rent/Utilities, Etc.	\$ 14,000.00	Rent/Utilities, Etc.	\$ 14,000.00
Print Shop	\$ 1,242.00	Print Shop	\$ 1,000.00	Print Shop	\$ 1,300.00
Total Operating Expenses	\$ 459,251.00	Total Operating Expenses	\$ 619,000.00	Total Operating Expenses	\$ 670,085.00
Section VI		Section VI		Section VI	
Revenue		Revenue		Revenue	
Sports Programs		Sports Programs		Sports Programs	
Sectional	\$ 641,855.00	Sectional	\$ 570,000.00	Sectional	\$ 600,000.00
Regional	\$ 97,331.00	Regional	\$ 55,000.00	Regional	\$ 85,000.00
Boys Ice Hockey - Reg. Season	\$ 229,520.00	Boys Ice Hockey - Reg. Season	\$ 250,000.00	Boys Ice Hockey - Reg. Season	\$ 230,000.00
Girls Ice Hockey - Reg. Season/Sec	\$ 52,552.00	Girls Ice Hockey - Reg. Season/Sec	\$ 50,000.00	Girls Ice Hockey - Reg. Season/Sec	\$ 50,000.00
Indoor Track & Field - Reg. Season/Sec	\$ 147,063.00	Indoor Track & Field - Reg. Season/Sec	\$ 130,000.00	Indoor Track & Field - Reg. Season/Sec	\$ 140,000.00
State Championships	\$ 57,695.00	State Championships	\$ 50,000.00	State Championships	\$ 50,000.00
Total Sports Programs	\$ 1,226,016.00	Total Sports Programs	\$ 1,105,000.00	Total Sports Programs	\$ 1,155,000.00
General Administration		General Administration		General Administration	
Off Recruit & Ret (non-coser)	\$ 11,500.00	Off. Recruit & Ret. (non-coser)	\$ 11,500.00	Off. Recruit & Ret. (non-coser)	\$ 11,400.00
Travel Pay (non-coser)	\$ 3,375.00			Travel Pay (non-coser)	\$ 4,888.00
Dues Collected by Section	\$ 112,875.00	Dues Collected by Section	\$ 619,000.00	Dues Collected by Section	\$ 189,990.00
Dues Collected by BOCES	\$ 370,705.00	Dues Collected by BOCES		Dues Collected by BOCES	\$ 582,520.00
Off. Recruit & Ret. (coser)	\$ 14,200.00	Off. Recruit & Ret. (coser)	\$ 14,200.00	Off. Recruit & Ret. (coser)	\$ 14,200.00
Travel Pay (coser)	\$ 8,875.00			Travel Pay (coser)	\$ (4,888.00)
Interest Income	\$ 13,127.00	Interest Income	\$ 1,000.00	Interest Income	\$ 13,000.00
Corporate Sponsorships	\$ 128,050.00	Corporate Sponsorships	\$ 100,000.00	Corporate Sponsorships	\$ 120,000.00
Media/Program Sales	\$ 2,500.00	Media/Program Sales	\$ 3,000.00	Media/Program Sales	\$ 2,500.00
Other Athletic Council Income	\$ 49,425.00	Other Athletic Council Income	\$ 15,000.00	Other Athletic Council Income	\$ 38,000.00
Total General Administration	\$ 714,632.00	Total General Administration	\$ 752,200.00	Total General Administration	\$ 971,610.00
Total Revenue	\$ 1,940,648.00	Total Revenue	\$ 1,857,200.00	Total Revenue	\$ 2,126,610.00
Operating Expenses		Operating Expenses		Operating Expenses	
Sports Programs		Sports Programs		Sports Programs	
Sectionals	\$ 487,066.00	Sectionals	\$ 480,000.00	Sectionals	\$ 530,000.00
Awards + Assignors	\$ 66,074.00	Awards + Assignors	\$ 52,000.00	Awards + Assignors	\$ 70,000.00
Regionals	\$ 54,721.00	Regionals	\$ 38,500.00	Regionals	\$ 58,000.00
Boys Ice Hockey	\$ 199,920.00	Boys Ice Hockey	\$ 248,000.00	Boys Ice Hockey	\$ 212,000.00
Girls Ice Hockey	\$ 52,395.00	Girls Ice Hockey	\$ 48,500.00	Girls Ice Hockey	\$ 55,500.00
Indoor Track & Field	\$ 120,221.00	Indoor Track & Field	\$ 130,000.00	Indoor Track & Field	\$ 130,000.00
State Championships	\$ 198,859.00	State Championships	\$ 212,000.00	State Championships	\$ 215,000.00
Total Sports Program Expense	\$ 1,179,256.00	Total Sports Program Expense	\$ 1,209,000.00	Total Sports Program Expense	\$ 1,270,500.00
General Administration/AC		General Administration/AC		General Administration/AC	
Medical Benefit (Ex Dir)	\$ 25,352.00	Medical Benefit (Ex Dir)	\$ 15,000.00	Medical Benefit (Ex Dir)	\$ 11,000.00
Audit/QB Services/Legal Fees	\$ 28,914.00	Audit/QB Services/Legal Fees	\$ 35,000.00	Audit/QB Services/Legal Fees	\$ 35,000.00
Meetings/Seminars/Catering	\$ 12,878.00	Meetings/Seminars/Catering	\$ 15,000.00	Meetings/Seminars/Catering	\$ 15,000.00
Sportsmanship/HOF/Veterans	\$ 12,143.00	Sportsmanship/HOF/Veterans	\$ 14,500.00	Sportsmanship/HOF/Veterans	\$ 14,500.00
Misc/Bank Fees	\$ 249.00	Misc/Bank Fees	\$ 600.00	Misc/Bank Fees	\$ 600.00
Chair Stipends/Insurance	\$ 41,351.00	Chair Stipends/Insurance	\$ 43,000.00	Chair Stipends/Insurance	\$ 44,000.00
Form X/Arbiter	\$ 21,628.00	Form X/Arbiter	\$ 21,500.00	Form X/Arbiter	\$ 23,300.00
Supplies/Office/Apparel/Printing	\$ 4,715.00	Supplies/Office/Apparel/Printing	\$ 11,000.00	Supplies/Office/Apparel/Printing	\$ 10,000.00
Ads/Sponsor/Donation	\$ 900.00	Ads/Sponsor/Donation	\$ 1,100.00	Ads/Sponsor/Donation	\$ 900.00
NYSAAA/NIAAA/PD	\$ 5,539.00	NYSAAA/NIAAA/PD	\$ 3,600.00	NYSAAA/NIAAA/PD	\$ 6,000.00
Officials Recruitment & Retention	\$ 22,982.00	Officials Recruitment & Retention	\$ 25,700.00	Officials Recruitment & Retention	\$ 25,600.00
Total General Admin/AC Expense	\$ 176,651.00	Total General Admin/AC Expense	\$ 186,000.00	Total General Admin/AC Expense	\$ 185,900.00
Total Operating Expenses	\$ 1,815,158.00	Total Operating Expenses	\$ 2,014,000.00	Total Operating Expenses	\$ 2,126,485.00
Change Unrestricted Net Assets	\$ 125,490.00	Change Unrestricted Net Assets	\$ (156,800.00)	Change Unrestricted Net Assets	\$ 125.00
UNRESTRICTED NET ASSETS - Begin Year		UNRESTRICTED NET ASSETS - Begin Year		UNRESTRICTED NET ASSETS - Begin Year	
UNRESTRICTED NET ASSETS - End Year		UNRESTRICTED NET ASSETS - End Year		UNRESTRICTED NET ASSETS - End Year	
		Total Needed in Coordination Fees	\$ 764,800.00		