

FINANCE COMMITTEE REPORT

Chairperson: Loren Ratajczak

November 2009

ACTION ITEMS FOR THE ATHLETIC COUNCIL

Recommended by the Finance Committee

- 1.1 Approve the recommendation to return to each district an amount equal to 19.2% of their 2009-10 dues as the one-time reimbursement for the full-time Executive Director position.
APPROVED by the Athletic Council 11/18/09 (item 3.3)
- 3.2 Approve a 3% pay increase for B.Dinse, T.Cowan and L.Ratajczak for 2009-10 retroactive to 7/1/2009.
APPROVED by the Athletic Council 11/18/09 (item 3.3)
- 4.3 Approve the Sportchair stipends as proposed.
APPROVED by the Athletic Council 11/18/09 (item 3.3)

DISCUSSION ITEMS FOR THE ATHLETIC COUNCIL

- 3.2 Draft of Budget for 2010-2011. This document is not available as of 11/13/09. It will be presented in hard copy at the Athletic Council meeting 11/18/09.

MINUTES FINANCE COMMITTEE MEETING

October 21, 2009

Attendance (* indicates present)

Committee: Chairman/Treasurer Loren Ratajczak*
Section reps: Bob Dinse*, Mark Ward, Chuck Amo
League Reps: CCAA: Al Gens ECIC: Jim Graczyk* Buff: Dave Thomas*
NO: Ken Stoldt* NFL: Greg Whitman*
Erie 1 BOCES rep: John Montesanti*, Coordinator of Finance and Legislation
Business Official: Deborah Coder, Lockport City Schools
Superintendents: Chautauqua: Steve Vanstrom*, Frewsburg; Jane Fosberg*, Falconer,
ECIC: Jeff Rabey, Lake Shore

Items highlighted in yellow are reminders to the responsible parties. Green when completed.

- 1.0 Fund Balance (agenda item for each meeting):
1.1 Status of *Special Use Fund*: \$60,000 has been budgeted for a one-time reimbursement to districts for the cost of the full-time Executive Director. This amount is 19.2% of the dues collected for 2009-10.

Recommendation: Return to each district an amount equal to 19.2% of their 2009-10 dues as the one-time reimbursement for the full-time Executive Director position.

APPROVED by the Athletic Council 11/18/09 (item 3.3)

Checks will be written to districts on Nov. 19 after approval by the Athletic Council.

- 2.0 Review of venues (agenda item for each meeting):
2.1 Girls Volleyball: D.Schruefer notified the Section office 10/21/09 that the sectional finals will be held at Daemen College on Nov.4 and 5 at the same cost charged to the Section in 2007 (approximately \$300). The only college site available for Regionals is ECC on Nov. 14.
Three points were noted:
a) The Section VI Venue Policy (approved by the Athletic Council 9/22/04) states: *A three-year history of attendance at sectionals be used to determine the type of venue (member school vs. outside venue) selected for sectional competition.* This philosophy was applied to Girls Volleyball Regionals: 2007 attendance at NCCC was 500. 2005 attendance at ECC was 941. This attendance record does indicate the need for a college venue.
b) Cost estimate for use of ECC for 2009 is \$3125.
c) Boys Volleyball sectionals are conducted at high school venues

Recommendation: Approve the use of Daemen for Girls Volleyball Sectionals. For consistency with the Section VI Venue Policy, cost effectiveness and gender equity, Girls Volleyball Regionals should be held at a high school venue.

Approved by the Sectional Intersectional Committee 10/22/09

- 3.0 Standard Finance issues for the October meeting:
3.1 Spring sports budgets and venues were reviewed.
3.2 A draft of the budget for 2010-11 was developed and will be presented at the November Athletic Council meeting.

Recommendation: Approve a 3% pay increase for B.Dinse, T.Cowan and L.Ratajczak for 2009-10 retroactive to 7/1/2009.

APPROVED by the Athletic Council 11/18/09 (item 3.3)

- 4.0 Old Business
4.1 Centralized Management of Officials (costs for TheArbiter): The cost to the Section for assigner fees (45 assigners x \$25 = \$1125) and for officials, which increased from \$3 to \$4 (total \$4800 to \$6400) was brought to the table in the current negotiations for the next Officials Contract by S.Vanstrom. Only one of five or six issues has been resolved. A 7th meeting is being planned in mid-November.
4.2 Ice Hockey Federation: A memo was sent on 10/19/09 to the Superintendents of school with Ice Hockey programs with copies to the Athletic Directors and Business Officials, outlining the procedures to be followed regarding the transition of financial operations to the Section office 2009-10. It was noted that the finals are being held at HSBC arena. HSBC will not charge for the facility with the requirement that admission will be free. Cost to the Section for the event will be for officials only (less than \$600).

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Old Business continued

- 4.3 Sportchair Stipends: The subcommittee of J. Graczyk, G.Witman, L.Ratajczak and J.Montesanti presented a distribution of the approved increase from \$7,500 to \$13,500 for sportchairs beginning in 2009-10. The increases were distributed based on the complexity and length of the sport's play-off season. It was noted that stipends for assistants were eliminated but the total amount for the sport includes an increase to cover a payment to an assistant if the sportchair so chooses. This will be presented to the Athletic Council for approval in Nov.

Recommendation: Approve Sportchair stipends as proposed.
APPROVED by the Athletic Council 11/18/09 (item 3.3)

- 4.4 Policies:
- a) Policy needs to be developed for purchases by Sportchairs. J.Montesanti was requested to work with L.Ratajczak on establishing a process of purchase requisition and purchase orders.
 - b) Policy needs to be developed for Sectional site management (including gate and supervision of athletes).
 - c) Finance policies and procedures that have been past practice within the Section need to be put into writing for the manual. L.Ratajczak was advised to get assistance from the auditors with this process.

5.0 New Business

- 5.1 A request from Bowling to increase sectional admission from \$4 to \$5 was denied. Concern was expressed regarding costs for families to attend sectional events in difficult economic times.
- 5.2 Review of annual audit: Paul Dayer of Gaines, Kriner, Elliott will attend the February 1, 2010 meeting to review the audit of Section VI accounts.

FUTURE FINANCE COMMITTEE MEETING DATES:
Thurs. Feb.11, Tues. Apr. 27