

**FINANCE COMMITTEE REPORT**

Chairperson: Loren Ratajczak  
November 2010

**ACTION ITEMS**

- 1.2 Approve use the funds in the special use *Benefits to Districts Account* in 2010-11 as a rebate to schools that have participated in state competition.
- 4.9 Appoint Deborah Coder, Lockport as the Finance Committee Chairperson.
- 5.3 Approve an increase in the fee for an officials ID card from \$5 to \$10.

# MINUTES

## FINANCE COMMITTEE MEETING

### October 28, 2010

Attendance (\* indicates present)

Committee: Chairman/Treasurer Loren Ratajczak\*  
Section reps: Timm Slade\*  
League Reps: CCAA: Al Gens ECIC: Jim Graczyk\* Buff: Aubrey Lloyd  
NO: Joel Reed\* NFL: Greg Whitman\*  
Business Official: Deborah Coder, Lockport City Schools  
Superintendents: CCAA: Steve Vanstrom\*, Frewsburg; Jane Fosberg\*, Falconer,  
Mark Ward, Ellicottville  
ECIC: Jeff Rabey, Depew

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

- 1.0 Fund Balance:
  - 1.1 Section dues: Revenue from dues has increased due to multiple factors including some schools adding sports and Buffalo joining the Football Federation. It was recommended that the dues structure, unchanged from 2009-10, remain the same for 2011-12 with no increase in the per sport fee or classification fee.
  - 1.2 Benefits to Districts Account: Approximately \$30,000 was returned to schools that participated in state competition in 2009-10. It was agreed that this concept be maintained.

**RECOMMENDATION: For 2010-11, use the funds in the special use *Benefits to Districts Account* as a rebate to schools that have participated in state competition.**

- 2.0 Sectional championship venues:
  - 2.1 Girls Basketball at ECC: P.Burke met with L.Kaminsky to address parking and other concerns. T.Slade will work with the basketball committee to investigate other venues as an alternative, however ECC is the planned venue for 2011.
  - 2.2 Football at Ralph Wilson:
    - a) Costs: It was agreed that this site is very costly. Alternative sites such as All High Stadium in Buffalo will be reviewed with the Football Committee. The financial report from 2010 football will be an agenda item for the January 6 Finance meeting so that a recommendation regarding the use of Ralph Wilson can be made at the January Athletic Council meeting. The boys and girls basketball financial reports will be reviewed at the April 28 Finance meeting.
    - b) Ticket sales 2010: The Bills organization provided 500 pre-sale tickets to each participating school to avoid the problems encountered with ticket sales at the gate in 2009.
- 3.0 Standard issues for Finance meeting in October:
  - 3.1 The Proposed Budget for 2011-12 was prepared for presentation at the November Athletic Council meeting.
- 4.0 Old Business- updates on the following
  - 4.1 Trainers: It costs the Section \$25,000 for trainers to be provided at all neutral sites by UB Sport Medicine. Many of the schools participating in these events bring their own trainer. This policy of Injury Management will be reviewed for 2011-12.
  - 4.2 Centralized Management of Officials (costs for ArbiterSports):
    - a) Officials organizations will be assessed the \$25/year assigner fee in the near future.
    - b) B.Kiszewski was informed of the \$2,000 fee to be assessed to the Monsignor Martin League for usage of ArbiterSports. The league will be invoiced in the near future.
  - 4.3 Girls Ice Hockey Federation: Anticipated expenses for 2010-11 are still unknown. If expenses exceed Ice Hockey dues collected, schools will be back-billed for the difference.
  - 4.4 Policies- T.Slade and L.Ratajczak will develop the wording to document the following:
    - a) The new Purchase Requisition/PO system
    - b) Procedure regarding Section VI credit cards (detailing card holders, limits and recording of all expenditures in a log)This will be submitted to the Policy Committee for addition to the Policy Manual

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### Old Business continued

- 4.5 Section VI Championship facility: It was estimated that an upgrade to the field and track at ECC South may cost \$900,000. UB is now being considered by the Section for a cooperative partnership. Hines field has lights, press box, scoreboard. Upgrades needed include rest rooms, team rooms and concessions which may be less expensive than upgrades needed at ECC. UB is interested in a partnership. T.Slade is waiting for input from S.Kurowski, UB Facility Operations Director. Section VI would pay for required upgrades through corporate sponsors and have use of the facility at potentially no cost for future championship events.
- 4.6 Incentive Program for the Executive Director: There has been much discussion on the draft of this program that was presented at the September AC meeting. It was agreed by the Executive Committee at the October meeting that Section VI will not pursue an incentive program. J.Rabey Chair of the Ad Hoc Committee, will continue to investigate the fringe benefit package for the Executive Director
- 4.7 Corporate Sponsorship: Efforts to obtain a sponsorship with Citizens Bank have not been successful. A collateralization agreement was discussed. T.Slade will contact P.Morgante for survey data collected from districts on banks and businesses that they patronize for potential leads to a corporate sponsor.
- 4.8 Section VI Website proposal: T.Slade met with the webmaster from Section V who runs the Section VI Girls Soccer site. Each team is charged \$20 for their rosters, brackets etc. to be posted on the site which is coach driven and very informative. The site uses volunteers. T.Slade will continue investigating alternatives.
- 4.9 Finance Chairman position: Approved at the 9/22/10 meeting: *for the 2010-11 school year the continuation of L.Ratajczak's position as Treasure...and Chairperson of the Finance Committee.* The Bylaws state *4.1.1 The Finance Committee of Section VI shall consist of an appointed chairperson, preferably a standing School Business Official....The President will be asked to add this item to the Athletic Council agenda.*

**RECOMMENDATION: Appoint Deborah Coder, Lockport as the Finance Committee Chairperson.**

### 5.0 New Business

- 5.1 Audit 2010: Paul Gaines of Gaines, Kriner & Elliott reported that the audit went well and the Section books were free of error. The net income was down from June 2009 due to an increase in administrative costs with additional staff and less net income from sports programs. He recommended a review of financial procedures and internal controls.
- 5.2 Future purchases/expenses (Equipment, etc): None are anticipated at his time
- 5.3 The Section recently spent \$400 to repair the printer for Officials' ID cards. Additional costs for the cards include the cards, ribbon, postage. ***Motion to recommend raising the charge to officials for their ID card from \$5 to \$10 CARRIED J.Fosberg/J.Reed***

**RECOMMENDATION: Approve an increase in the fee for an officials ID card from \$5 to \$10.**

- 5.4 The Cross Country committee submitted a request with rationale to increase the number of officials at the sectional meet to 17. The maximum is 11 as per the Officials Contract 2010-13. It was noted that other sections use fewer than our maximum of 11 officials. The committee was not in favor of any increase above the maximum in the contract.

**FUTURE FINANCE COMMITTEE MEETING DATES:  
Noon on Jan. 6, Mar. 3, Apr. 28**