

Regional School District 13
Educational Resources Committee
December 8, 2015

Members Present: Kerrie Flanagan, Robert Moore, Anthony Onofreo, Norman Hicks, Jeremy Renninghoff

Administration Present: Ronald Melnik

Others Present: Vanessa Rositto and David Flint representing Blum, Shapiro & Co.

Members of the Public present: James Irish, Middlefield BoF

Mrs. Flanagan called the meeting to order at 7:05 pm in the Central Office conference room.

Public Comment: There was no public comment.

Approval of Agenda: On a motion by Mr. Hicks, seconded by Mr. Renninghoff, and a by a voice vote with all in favor, the agenda was unanimously approved.

Approval of Minutes: On a motion by Mr. Moore, seconded by Mr. Renninghoff, and by a voice vote with all in favor, the minutes of the November 17th, 2015 ERC meeting were unanimously approved.

Audit: A draft copy of the audited RSD13 financial statements as prepared by accounting firm Blum Shapiro was distributed by Mr. Flint and Ms. Rositto. Ms. Rositto outlined the specific roles and responsibilities of both management and auditor that formed the basis for their firm's reported opinions. She then presented further details of the report as follows:

- no problems or difficulties were encountered, and though one uncorrected journal entry was identified, it was deemed inconsequential;
- compliance with GASB (Governmental Accounting Standards Board) rule #68 has evolved to now reflect the full pension liability;
- in accordance with GASB, OPEB (Other Post-Employment Benefits) must be reported as an unfunded liability, even without the necessity to fund;
- only minor control deficiencies cited, specifically two invoices dated before the purchase orders;
- internal control advice consists of cross-training of staff and an accounting procedures manual.

Following a brief discussion, endorsement of the financial statements by the committee was withheld pending review of the Management Discussion and Analysis.

Investment Policy Statement: A 'final' version of the draft IPS was reviewed and briefly discussed. No further changes were recommended, however the following two points were made:

- the BoE, as fiduciary to the pension plan, should require that the advisor to the plan also be held to the fiduciary standard;
- the process, procedures, and parameters for the selection of a fiduciary advisor should be established.

On a motion by Mr. Hicks, seconded by Mr. Renninghoff, the Investment Policy Statement was endorsed and referred to the full Board for a vote. By a voice vote with all in favor, the motion passed.

Adjournment: On a motion by Mr. Hicks, seconded by Mr. Renninghoff, and by a voice vote with all in favor, the meeting was adjourned at 8:20 pm.