



**ECASB Budget/Finance
Minutes—October 8, 2020 (DRAFT)
Erie 1 BOCES—Room B2A
6:30 pm – 8:30 pm
Presiding: ECASB Treasurer James McDermott**

Meeting called to order at 6:34 PM by James McDermott. Present: James McDermott, Andy Loeb, Tom Flynn, Tom Reigstad, Patrick Boyle, Michael Fuchs, Phil Kenline, Chuck Specht, Jeff Stewart, Kevin Leary, Mark Smith, Kristin Schumutzler, Terrance Heard, Mark Mecca, Brian Laible

- I. Pledge of Allegiance
- II. Introductions – **People introduced themselves**
- III. Job Description/Task of Budget and Finance Committee -
- IV. Approval of Agenda – **1st: Chuck Specht, 2nd: Phil Kenline. No Discussion. Motion carried unanimously.**
- V. Consent Agenda Items –
- VI. Reports and Discussion
 - a. Profit Loss Statement
 - b. Balance Sheet
 - c. Statement of Accounts
 - d. Open Invoices
- VII. Executive Director Report **Discussed Budget, Advocacy Liaison Position, Migration to Quickbooks online, his salary and the application for another 2 year waiver; payroll services options (Andy asked if we should get bids for service, Dave responded that with the cost of service and only having 2 full time; and 1 ½ time person on payroll, it would not really be money well spent to obtain a RFP; , print services; savings for not attending meetings (conference; explained how schools pay invoices (for things like FORT); reviewed that we will not have law conference this year – hence not receiving that money as income; discussed the award costs and talked about the possible need to revise medallion award criterion which is based on attending the law conference. Dave discussed why no Zoom meetings. Dave highlighted the proposed format for legislative breakfast, which will be different from future years. Dave discussed other programming and provided a hand out on the current dues schedule. Phil Kenline , Andy Loeb, Chuck Specht (if available), James McDermott and possibly Brian Laible are interested in dues formula subcommittee.**

Budget and Finance Committee Update on Programs

 - a. Marketing and Advertising Update – Sponsorships - **Revenues are down slightly.**
 - b. Program Planning Update—2020-2021
 1. Law Conference Report – **No 2020 Law Conference. Not sure of status of 2021**
 2. Back To School Dinner – August 27th – **Cancelled**
 3. Governance Training – September 12th – **approximately 20 people attended.**
 4. Fort Training – September 19th - **approximately 18 people attended**
 5. District Clerk – October 1st - **Postponed**
 6. Fall Leadership Dinner – October 1st – **Fall Awards (Dinner / Signs/ Awards) – Went well, Dinners were taken care of as well as lawn signs. Profits went to the Lori Sabo Advocacy Scholarship program.**

7. Albany Update – **November 12th; Registration will be limited to 35-40 participants.**
 8. Legislative Breakfast – November 14th – **Looking at a new format, again with 50 people maximum.**
 9. SpeedBoarding – December 3rd – **Currently working on topics.**
 - c. Timeline for Budget – Will be working with Ryan on Budget during month of November and early December.
- VIII. Other
- a. EFPR Audit – **Materials have all been submitted to EFPR.**
 - b. Reports – 1. Frequency - Quarterly/Monthly – **Discussed what reports should be provided at what intervals.**
 - c. Budget Discussions / Dues Formula Committee – **A committee will get together to take a look at dues formula.**
- IX. Treasurers Comments –**No comments**
- X. Round Table Discussion – **No discussion.**
- XI. Motion to Adjourn – **1st Phil Kenline, 2nd Tom Flynn. MCU 7:40 PM**