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LICKING AREA COMPUTER ASSOCIATION

Minutes of the meeting of the Licking Area Computer Association Fiscal Advisory Committee held June 7, 2001 convening at 9:05 a.m.

The following members answered present to the roll call: Brett Griffith, Brad Hall, Glenna Plaisted, Lou Sidwell, Lynn Hoffer representing Newark, Jack McDonald, Eugene Foust, Max Maley, Linda Porter representing West Muskingum, Sue Ward, Vicki Oyer and Sandy Mercer. Representatives from Licking County Joint Vocational School and Southwest Licking could not attend. Ellen Towner arrived at 9:15. Sue Ward, Regina Dennis, Sharon Clayton, Barb McDavid, Ann Wright, Chris Ciraky, Jana McKee, Dodi Zimmerman, Judy McCord, Lillette Holdren, Candy Cook, Tammy Fry, Cathy Donahue, Jennifer Vanover, Melody Hewitt, and Mary Knicy were also in attendance.

- 01-008 It was moved by Jack McDonald and seconded by Sue Ward to approve the minutes of the March 15, 2001, meeting. A vote of approval was taken.

Microfiche for February, March and April were distributed to each district. SERS Authorization Forms and invoices were also distributed.

Mary Knicy reviewed the Fiscal Year End closing procedures for accounting. Melody Hewitt reviewed Fiscal Year End closing procedures for payroll and equipment inventory. Melody also reviewed the Ohio Education Directory information that must be reported by July 11, 2001.

Mary reviewed the accounting release highlights. She also demonstrated the new key mapping option and the changes made by the future encumbrance updates. Melody reviewed the payroll release highlights and demonstrated some of the changes that were made for the 2001 W2 updates required by the IRS and SSA.

Mary presented an update on the 5 Year Forecast and EMIS June reporting.

- 01-009 A discussion followed on the need to continue the annual Reflection Software maintenance. It was moved by Eugene Foust to discontinue the maintenance agreement. Brad Hall seconded the motion. A vote of approval was taken.

A discussion followed regarding the need to temporarily remove some of the archived databases. These databases will be restored in four to six weeks. If a district needs information from these databases, LACA will work with them.

Sandy Mercer presented some information that she received from Cost Recovery Systems. All districts stated they were not currently working with this company.

Sandy presented a Governing Board/Advisory Committee update. The State Budget projected cuts to DASites for basic funding and EMIS by approximately 23% over the next biennium. The Governing Board passed a motion to increase LACA's fees for FY02 in any service area if state funds are cut based upon current FY01 state funding levels. FY02 WAN fees reflect an increase of \$750 per building with ATM switches. If a building has IVDL, you will not see this increase for those buildings. The charge will be on the IVDL contract. Fiscal fees increased to \$1500 plus \$4.00/ADM. Last year it was \$3.25/ADM.

There is more ONENet/Praise money to come. LACA will be invoicing you

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as you receive this money. The money should be received and paid from a 458 fund with a special cost center. ONENet final expenditure reports will be due in September. LACA will be helping to complete these forms for the districts.

The annual combined Governing Board/Treasurer meeting will be held August 9, 2001. Please mark your calendars and try to attend.

Unfinished business consisted of a discussion on Laser printed checks. It was decided that LACA would contact Mike Campanaro for a demonstration at an upcoming meeting.

The next Fiscal Advisory Meeting is scheduled for September 20, 2001.

01-010 It was moved by Ellen Towner and seconded by Eugene Foust to adjourn the meeting at 11:10 a.m.

Reported by,

Melody Hewitt  
Fiscal Coordinator