



Respectful, Responsible, Safe & Prepared

FINANCE COMMITTEE MEETING MINUTES
July 16, 2024 – 5:30 p.m.
Waupaca High School Community Room and [Live Stream](#)

Welcome and Call to Order:

The meeting was called to order by Committee Chairperson Dale Feldt at 5:30 p.m.

Roll Call:

All members of the Committee were present (Chairperson Dale Feldt, Steve Klismet, and Molly McDonald). Additionally, Board members Betty Manion and Ron Brooks were present; Lori Verhalen arrived at 6:20 p.m.

Also Present:

Present in the WHS Community Room: Craig Gerlach, Sandy Lucas, Mark Flaten, Austin Moore, Rob Scherrer, Coach Bryon Prey, and Sandy Robinson.

Approval of Agenda:

A motion was made by Steve Klismet and seconded by Molly McDonald to approve the agenda as presented. The motion carried unanimously on a voice vote.

Review of Board Meeting Norms:

The Board reviewed their collective commitments.

Addition of Girls Wrestling Team:

Director of Co-Curricular Activities and Athletics Rob Scherrer advised that girls wrestling is one of the fastest growing sports in the state to the point where now there is enough interest for girls to compete against girls and many schools are now creating teams. Therefore, the WIAA has adopted rule changes effective for the 2025-2026 school year where, in order for a girl to wrestle at the girls state tournament, the school district must have a stand-alone girls wrestling team. If the District does not have one, the girls can wrestle during the season and at tournaments but not at the state level. The state wants girls wrestling girls and boys wrestling boys.

Wrestling Coach Bryon Prey added that creating a girls team will allow for the hiring of another coach to help ensure that both boys and girls wrestling athletes are getting the proper coaching at practice as well as at tournaments. It would also alleviate the scheduling conflicts and allow the girls to attend more events. He noted that the girls would still remain part of the Waupaca Wrestling Club.

Coach Prey advised that we have 3-5 girls wrestling this year, with 7-10 girls wrestling at the lower youth level. He would eventually like to see enough wrestlers to compete in all 10 weight classes.

Mr. Scherrer advised that there are some financial issues with adding a girls wrestling team such as the cost of a coach, bussing costs, and tournament entry fees. However, the District has lost some wrestlers to open enrollment to other schools who have a team. Mr. Scherrer and Coach Prey pointed out that having a stand-alone girls wrestling team and coach could draw athletes to open enroll into the District. In addition, the District will generate money by hosting sectional and/or semi-final events for both boys and girls. Director of Business Services Austin Moore advised that the costs associated with adding a girls team will be built into this year's budget.

A motion was made by Molly McDonald and seconded by Steve Klismet to make a recommendation to the full Board at the next regular Board meeting to approve a District-sanctioned, stand-alone girls wrestling program and a coach, as presented. The motion carried unanimously on a voice vote.

Digital Ticketing (Activities):

Mr. Scherrer advised that GoFan is an online platform that has partnered with several school districts in the state as well as with the WIAA to provide digital ticketing for events as well as concessions. Fans can prepay for their tickets or pay with a credit card at the event. A cash option will still be available this year. Mr. Scherrer outlined the fee structure as well as the benefits of digital ticketing through GoFan. The District can pass along the fee or absorb it and he suggested the District absorb it. GoFan will provide the District with two credit card readers free of charge. He added that many schools in the area are using GoFan.

GoFan partners with rSchool which is the scheduling of events. Mr. Scherrer outlined the process of purchasing tickets when an event has been scheduled.

GoFan can be used for tickets for athletic and activity events, the musical and the performing arts, homecoming and prom dances, fundraising, and concessions. It is user friendly and provides ticket and concession stand sales and event data. Mr. Moore and/or Mr. Scherrer will provide the Board with that data at the end of the fall season. He added that it would save the District money as there would be no need for ticket takers.

There was some concern raised regarding using GoFan for concessions and building that fee into the cost of the item. Mr. Scherrer advised that the student clubs running the concessions would have to absorb some of the fees. It was pointed out that people may buy more at the concessions because they may not have the cash on hand but they could use their credit card. Mr. Scherrer added that the cash option would remain at the concession stands.

Mr. Scherrer shared that he is going to have a "blue and white" football scrimmage free of charge where the parents can go online and get tickets and concessions will be sold using the app to get everyone used to using it.

It was noted that the District is not signing a contract with GoFan so if they don't like it, they can cancel the partnership and go back to using cash.

A motion was made by Molly McDonald and seconded by Steve Klismet to make a recommendation to the full Board at the next regular Board meeting to approve the District partnering with GoFan for digital ticketing for events as well as concessions, and keep single

game ticket prices and season passes the same, as presented. The motion carried unanimously on a voice vote.

Comet House Check:

Director of Business Services Austin Moore advised that in early June an uncashed check from Blenker Building Systems dated April 15, 2022, in the amount of \$18,923.81 regarding the Comet House on Julie Lane was found in the safe. He contacted Blenker Building Systems and they did not know why it was not cashed and told him to contact his own staff and the District's legal counsel for more information, as they were not interested in discussing it any further. Mr. Moore also contacted the District's banking institution who advised the check was no longer valid. He further advised that he spoke with legal counsel who advised that it is past viability and recommended that the District consider this process complete and that the check should be destroyed. Because Blenker Building Systems will not reissue the check, the District would have to pursue this matter in court and the legal costs involved in doing so would negate much of the value. The Committee did not like the fact of losing this money but understood that the District has to move on.

Committee Chairperson Dale Feldt reminded everyone that discussions previously held regarding this matter were held in closed session. However, he did add that the revenue from this previous project was rolled into the next Comet House project.

It was noted that this has nothing to do with the tiny house currently being built nor the Comet House that was recently sold and delivered. This is in regards to the first Comet House from several years ago.

Mr. Moore advised that he has cleaned out the safe and that when he receives checks, he takes them to the bank. Interim District Administrator Craig Gerlach added that this occurred several years ago, the people involved are no longer with the District, and there are no records on it. Mr. Moore advised that the District now obtains written agreements prior to starting any projects, everything is documented, and records are kept more accurately.

A motion was made by Molly McDonald and seconded by Steve Klismet to make a recommendation to the full Board at the next regular Board meeting to destroy the uncashed check from Blenker Building Systems dated April 15, 2022, in the amount of \$18,923.81 and consider this situation complete, as presented. The motion carried unanimously on a voice vote.

2023-2024 Budget Review:

Mr. Moore reviewed Board Policy 6235-Fund Balance. He advised that there were delays in processing entries into the budget due to CESA 5's support and building processes and procedures to include best practice steps. Currently, the estimated 2023-2024 budgeted expenditures are \$1.3 million over budget. Mr. Moore outlined where the District incurred the extra expenses which included the unexpected expenses related to the network disruption of \$423,045. The District will submit those costs to its insurance company for reimbursement and any money received will be credited back to this budgeting year. Other expenses were: referendum overage - \$185,641; District staffing - \$183,482; tech upgrades required due to the network disruption and which will not be covered by insurance - \$172,971; legal fees - \$96,236; additional travel costs for students - \$111,967; and other expenses incurred for a leaky roof at WMS, a broken elevator at WHS, and a required

upgrade to the PA system in the gym and auditorium for safety reasons which exceeded the budget for unforeseen items by \$150,000. In addition, Food Service was over budget but it was recommended to spend down some of its fund balance and this is not included in the above information.

Mr. Moore advised that he would not expect to carry these same expenses forward. Student travel costs will be bumped up in next year's budget. The additional staffing costs were caused in part by changes of administration during the school year, and will decrease because of some positions being eliminated due to attrition. He added that the District does have a maintenance cost plan which is part of its Strategic Plan.

Committee member Steve Klismet expressed his concerns regarding the additional costs for necessary changes to the WHS parking lot which included adding a handicap ramp from the parking lot to the sidewalk and changes needed for snow removal. The Board trusted the plan design firm regarding the parking lot design and he suggested that they should pay those additional costs. Mr. Moore and Mr. Gerlach will review the contract and discuss it with the firm. Mr. Moore added that the cost for the changes for snow removal will be in next year's budget.

Mr. Moore highlighted that the mill rate continues to decrease and is \$2.17 under the state average. Mr. Gerlach added that having a budget come within 1% is very good, and to keep in mind that Mr. Moore is working off someone else's budget.

2024-2025 Budget Update:

Mr. Moore advised that he has completed preliminary work on the 2024-2025 budget. He provided a snapshot of the previous years and what the next few years may look like. He advised that half of the budget comes from state aid and half from local property taxes. He added that because of the underreporting by the Milwaukee School District of their funds, it may affect the amount of state aid the District receives. However, the District remains in a strong position with the fund balance. CESA 5's help in setting up new processes and procedures will help as well.

Mr. Moore noted that when looking at the future projections, it is assuming a consistent CPI pay raise of 4.12% and 0 enrollment growth. However, currently the CPI is at 3.1% and is trending downward. Also, enrollment is a three year rolling average and we are in our third year so we should see positive numbers.

Mr. Moore advised that this is a conservative budget and even if nothing changes, the fund balance is still in good shape. He will have more accurate numbers in October.

Board Monthly Financial Reports:

Mr. Moore advised that he has been providing monthly cash receipts, accounts payable, and fund balance reports but not the treasurer's report. He advised that he has been working with CESA 5 to provide a more effective way to communicate that information to the Board. He shared a sample of a report that he could provide which streamlines the reports.

Adjournment from Finance Committee:

A motion was made by Steve Klismet and seconded by Molly McDonald to adjourn the Finance Committee meeting at 6:55 p.m. The motion carried unanimously on a voice vote.

Adjournment Into Closed Session by the Full Board:

The full Board then convened. A motion was made by Dale Feldt and seconded by Molly McDonald to adjourn into closed session pursuant to Wis. Stats. Section 19.85(1)(e), deliberating or negotiating regarding public business including negotiations and bargaining regarding claims made to the District regarding internet issues. The motion carried unanimously on a voice vote at 6:56 p.m.

The Board did not reconvene in open session.

Adjournment:

A motion was made by Dale Feldt and seconded by Molly McDonald to adjourn the meeting at 8:00 p.m. The motion carried unanimously on a voice vote.