

Rochester Joint Schools Construction Board
Special Meeting Minutes
March 26, 2012
10:00 AM

Present

Board Chair Kenneth Bell, Members: Lois Giess, Brian Roulin, Bob Brown, and Richard Pifer. Members Alex Castro, Jerome Underwood, and ICO Windell Gray were away. Also present were: Executive Director Tom Renauto and General Counsel Peter Abdella.

Chairman Bell convened the Board meeting at 10:06am

Action Items

The Budget Policy was discussed.

The RJSCB's adoption of a budget policy was recommended by Freed Maxick & Battaglia as a result of their financial audit performed in the fall of 2011.

The process by which the RJSCB establishes and approves its operating budget and subsequently forwards it to the School District will become a part of the Coordination Plan between the RJSCB and the District which is currently in development.

Richard Pifer suggested the addition of language to the budget policy which describes the RJSCB meeting with the School District during the process. The language was discussed and added to the policy at the meeting.

Resolution 2011-12: 86
Budget Policy

By Board Pifer

WHEREAS, the Rochester School Facilities Modernization Program Act ("the Act") established the Rochester Joint Schools Construction Board ("RJSCB"), a seven voting member board consisting of equal representation by the City of Rochester ("City") and the Rochester City School District ("District"), as well as a member jointly selected by the City and the District; and

WHEREAS, under the Act, the RJSCB has certain enumerated powers to act as agent for the District, the City, or both; and

WHEREAS, the RJSCB wishes to establish procedures that the RJSCB will follow to the establish and approve its Operating Budget each fiscal year; and

WHEREAS, consistent with these wishes, the RJSCB's Executive Director and General Counsel have drafted a proposed Budget Policy, a copy of which is attached to this resolution (the "Budget Policy"); and

WHEREAS, the Budget Policy shall assist the RJSCB to create its Operating Budget by assigning duties and providing internal controls;

THEREFORE, BE IT RESOLVED:

1. That the RJSCB hereby approves and adopts the Budget Policy in the form presented at this meeting; and
2. That all actions taken by the RJSCB, the Chair, the Treasurer, and the Executive Director pursuant to, in accordance with and to implement the Budget Policy are hereby authorized and approved in all respects.

**Second by Board Member Roulin
Approved 5-0 with Members Castro and Underwood away.**

The Operating Budget was discussed at the meeting.

Tom Renauto described his meetings and discussions with Brian Roulin and Ken Bell to establish the budget figures.

Tom Renauto and Ken Bell discussed the Legal Fee line item.

Ken Bell described the Staff Salaries line item.

**Resolution 2011-12: 87
2012-2013 RJSCB Operating Budget**

By Board Chairman Bell

WHEREAS, the Rochester School Facilities Modernization Program Act ("the Act") established the Rochester Joint Schools Construction Board ("RJSCB"), a seven voting member board consisting of equal representation by the City of Rochester ("City") and the Rochester City School District ("District"), as well as a member jointly selected by the City and the District; and

WHEREAS, under the Act, the RJSCB has certain enumerated powers to act as agent for the District, the City, or both; and

WHEREAS, the RJSCB established procedures that RJSCB will follow to establish and approve its Operating Budget each fiscal year (the "Budget Policy") (Resolution 2011-12: 86); and

WHEREAS, consistent with the Budget Policy, the Chair and Treasurer have drafted a proposed Operating Budget for the 2012-2013 fiscal year, a copy of which is attached to this resolution; and

WHEREAS, the RJSCB's Operating Budget for the 2012-2013 fiscal year has been reviewed by the full Board;
THEREFORE, BE IT RESOLVED:

1. The RJSCB hereby approves the Operating Budget for the 2012-2013 fiscal year; and
2. The RJSCB hereby authorizes the Executive Director to forward a copy of the approved Operating Budget to the School District as so described in the Budget Policy.

**Second by Board Member Brown
Approved 5-0 with Members Castro and Underwood away.**

**Adjournment
Approved 5-0 at 10:41 am**