

**Business Office Update
May 27, 2014 Board Meeting**

Cash Flow

- To date, the district has borrowed \$1 million in TAWs
- I do not anticipate that we will need to borrow any additional funds prior to June 30, 2014. The district received \$617,090 in property tax revenue on May 22, 2014.
- The resolution to authorize the administration to pay off the TAWs is on the agenda for approval at the May 27, 2014 meeting.

Architect of Record Search

- The committee narrowed the search from twelve firms to three firms.
- By the May 27, 2014 meeting, the committee will have visited one project that each of the three finalists completed. The committee requested to visit either remodeled spaces or building additions.
- Each of the three finalists has been asked to provide a 25-minute presentation to the Board and the search committee at the May 27, 2014 meeting. I also asked the three finalists to include the facility assessment process that their firm uses in their presentation. After the presentation, there will be a 20 minute period for questions from the board and the committee.
- The next step will be to rank order the three firms. Once this is completed, Dr. Johns and Mr. Lind will begin negotiations with the #1 rated firm with regard to a contract including fees. If a satisfactory agreement can be reached, the #1 rated firm will be recommended to the board for approval at the June 23, 2014 meeting. If a satisfactory agreement isn't possible, negotiations will begin with the #2 rated firm, etc...

Health, Dental & Vision Insurance

- The district completed the "Open Enrollment Period" for health, dental & vision insurance on May 9, 2014.

Section 125 Flexible Spending Plan

- The enrollment period for the Flexible Spending Plan began on May 15, 2014 and runs through June 16, 2014. This plan allows employees to pay for qualified medical expenses (up to \$2,500) and childcare expenses (up to \$5,000) with pre-tax dollars.

General Liability, Board Liability, and Workers Compensation Insurance

- I attended the meeting of the Collective Liability Insurance Cooperative on May 20, 2014 in Wheeling, IL. Many districts that have individual policies are seeing double digit increases in their premiums this year.
- Our experience modification factor for Workers Compensation is increasing for the 2014-15 budget year. Our 2013-14 modification factor is ".88" and the 2014-15 factor is ".95." Factors above "1.0" are undesirable and result in increased premiums and can result in a loss of coverage due to high claims. We will need to continue to educate staff with regard to safe work habits. Our premium for Workers Compensation will increase from \$84,673 to \$92,969. This is a 9.80% increase over the 2013-14 premium.
- The property/casualty insurance premium will increase by 7.5%. The current premium is \$67,026 and it will increase to \$72,065 for 2014-15.

Professional Activities:

- I attended the DCR Financial Software User Meeting on May 15, 2014. The meeting focused on closing out the budget year and using the budget projection software to develop the FY2015 budget.