

PCA Citizens Budget Oversight Committee Meeting Minutes

March 16, 2017

Present: Bill Benz, Richard Riggs, Jen Durham, Brandon Paris, Chuck Taylor, Kevin Curry, John Epstein, Lisa Moore by Phone

- Revenue is 94.90%. We are on track.
- Expenditures: benchmark for February is 66.67%. Actual expenditures were 65.37% for December. We are 1.30% under target. The funding of purchases has slowed due to the early part of the year. We look forward to our purchases become stable and within projections. In reviewing the last two fiscal years we were close to the February spending this year. This is part of a natural trend due to purchasing at the beginning of the school year and more than two pay periods per month.
- Kevin Curry presented forms that are used to separate adult meals from student's meals and the process to keep the operations separate.
- Kevin Curry presented data on school lunches and he has noticed a downturn in student participation. Mr. Curry will send a survey to students to receive their feedback on the meals and what they can do better to improve the offerings.
- Pcard has been applied for through the State. Mrs. Durham is attending training on March 22, 2017. Pcard purchases will be presented each month during the regular CBOC Meeting.
- The USDA Funding was discussed and all information that needed to be modified was completed and sent in. We are awaiting the next step in the process.

Next meeting: Thursday, April 13, 2017 at 2:00 pm.