

**PACD Ways and Means Committee
Tuesday, July 20, 2021 Zoom Meeting
1:00PM-2:00PM**

Welcome and Roll Call

Chair Sonia Wasco welcomed everyone and called the meeting to order at 1:03 pm.

Committee members in attendance: Emil Bove, Westmoreland; Dean Druckenmiller, Berks; John Dryzal, Cambria; Cliff Lane, McKean; Tom McClure, Erie; Bill McFadden, Lehigh; Steve Taglang, Cumberland; Sally Tengeres, Perry; Sonia Wasco, Lancaster; Samuel Worley, Franklin; Donna Zofcin, Forest

PACD staff & guests in attendance: Brenda Shambaugh, Executive Director; Amy Brown, Director of Operations; Diane Young, Administrative & Program Assistant; Nick Yeagy, Software Specialist; Chris Thompson, Lancaster; Adam McClain, Adams; Karl Brown, SCC

Minutes of Previous Meetings

The minutes of the January 19, 2021 meeting was provided to members for their review. The misspelling of Donna Zofcin's name was noted for correction. It was moved by Dean Druckenmiller and seconded by Sam Worley to approve the minutes. Motion was carried.

The minutes of the May 10, 2021 meeting was provided to members for their review. It was moved by John Dryzal and seconded by Dean Druckenmiller to approve the minutes. Motion was carried.

Review of FY 2020/2021 Year-End Financial Reports

Sonia presented a summary of the P&L and Balance Sheet and noted that reports will be filed and subject to year-end audit.

FY 2021/2022 Draft Budget

The DRAFT 2021/2022 PACD Budget was presented and reviewed by the committee. Dean Druckenmiller requested that the PACD Grants Budget be included for review by the Executive Council. Sonia noted that a special Executive Session regarding PACD staff and a 2.43% change to the Salary & Benefits line item may take place during the Executive Council meeting on July 29, 2021.

Sonia reported on the HVAC work that was completed at the PACD condo and encouraged Districts to participate in the upcoming QuickBooks training offered through PACD.

Approved Dues Structure (Year 3)

Sonia noted that we are in the final year of the three-year dues plan and reiterated that there was no increase in FY 2019/2020 due to the Covid Pandemic. The Committee was asked to consider a

dues structure recommendation for next 3-year cycle and to make a recommendation to the Executive Board.

Emil posed a question regarding whether the auditor can provide the percentage of operating costs that should be covered by Dues. Amy noted she can ask the auditors during the current fiscal year audit.

John Dryzal urged committee members to consider other means by which to generate revenue sources, as charged within the By-Laws.

As there was no New Business to discuss, Sonia expressed thanks to PACD staff for reports provided, and a motion to adjourn was made by Steve Taglang and seconded by Emil Bove. Motion was carried.

The meeting was adjourned at 1:43 p.m.