

FINANCE MEETING
Tuesday, November 20, 2012

- Discussion regarding local income tax collections and the state's proposed legislation addressing that issue.
 - Fiscal Auditor stated most of the proposed changes would not affect SRV drastically. Some of the issues would affect the Village some.
 - Flaiz spoke to both Matt Lynch and Eklund, who said they are not in favor of the state taking over income tax collections.
 - Sample legislation opposing this topic is not favored by the committee. Flaiz will draft legislation for the Village disapproving the state's proposed legislation on the issue. This will be presented at the next Council meeting.
- Brief discussion regarding the 2013 budget and the idea that the Bell Road project, the cemetery and the park pavilion expenses come out of the cash balances.
 - The County addressed the increasing Village cash balances at the Tax Budget hearing in August.
 - Fiscal Officer stated that these expenses are one-time expenses that cash balances would be an appropriate use for. The Village would not want to use cash balances for ongoing operating expenses, but it seems appropriate that they be used for one-time capital expenses.
 - Cash balances have grown significantly since 2006. We need to have a plan and use for that money and the Auditor and Treasurer stressed that during the Tax Hearing.
 - Fiscal Officer is to forward inheritance balance of the cash balance total to the Finance Committee

**FINANCE MEETING
May 8, 2012**

- Office supplies – receiving pushback from employees
 - Committee said this is issue to take up with Mayor
- Cemetery – Staffing Office
 - Fiscal Officer's schedule does not allow time for performing cemetery office duties
- Cloud Storage
 - After recent computer virus, FO concerned about off-site backup storage. Committee suggested looking into Carbonite.com – approximate cost for personal computer is \$60/year
- Computer support
 - Issues with current computer support. Flaiz said his company has a good computer support person – Brian Bean whom Fiscal Officer said her prior employer used Brian Bean for support in their office. Flaiz will get contact info to FO for her to look into.
- Copier Costs
 - FO noticed copier invoice amount has been increasing. Upon further investigation and research into charges
 - Invoices only include number of copies, not per copy charge
 - After calling Toshiba, found out annual increases, but they don't send out notices informing customers of that
 - Called around for service agreement costs for other companies
 - Lake Business Products looked at machine and said needs some work
 - Called Toshiba out to service machine and then will have Lake Business out again to look at it and then give us a quote on service agreement amount
- Income Tax Legislation
 - Shared information with committee on information regarding proposed centralized income tax collection. Discussed topic and FO to email committee information received from OML along with sample resolution from other communities.
- Purchase Order Amounts
 - At Department Head presentations issue of PO amount requirement came up. FO discussed this topic with the State Auditors during audit. They informed her the City of Cleveland just changed their requirement to \$200 for PO.
 - Mayor requested FO analyze how many PO between \$200 and \$250, perhaps it would make more sense to make limit \$250.
 - FO researched, Between January 2012 and April 20, 2012, only 12 PO between \$200 and \$250. Suggests making requirement \$200 per State's advice
 - FO forwarded the Ordinance 1985-7 to Solicitor Ondrey to amend to \$200
- 2013 Tax Budget
 - Budget items to be considered
 - Cemetery
 - Road Program
 - Need to set Tax Hearing for July 9th Meeting

- At May 21st Council meeting, Committee to set that hearing and verify there will be 5 in attendance to pass Tax Budget
- Both Dishong and Flaiz will be sure to attend Tax Budget Hearing in August
- Power Point Projector
 - FO informed committee currently borrow Chagrin Falls projector for presentations. Costs have gone down, can the Village look into getting one of its own?
 - Committee agreed this should be done. FO to talk to Sgt. Rizzo on his recommendations and find costs.
 - FO to check budget and make sure funds are available for this purchase