

Seneca Parks - Finance & Audit Committee Meeting Minutes

Monday, July 18, 2022 at 12pm, SCPD Office

Committee members present: Jacob Price, Marcus Conti, Sarah Betts, and Shelly Smola

Committee members absent: Lee Martin (Absent due to medical emergency - Lee called earlier that day and discussed 2 items that were brought up and discussed at the meeting)

1. The committee questioned how early this meeting was this year compared to previous years when the committee met in September/October. Sarah Betts could only offer that the County Auditor's office was now requiring the budget to be submitted by the 4<sup>th</sup> week in August (with not further explanation from the Auditor's office as to the reason for the change), so the Park Board needs to approve the Committee's best estimates at their August meeting. Marcus Conti pointed out that the Park Board can resolve to move funds around throughout next year as needed, as standard operating procedures for organizations which happens on a regular basis.
2. The committee reviewed all the budgets. Some general items discussed included:  
(Expenses)  
Salaries - is there enough in the salaries to cover possible higher increases due to inflation  
Supplies - increased to cover increased costs (but if fuel and other prices come back down, the money could be moved elsewhere)  
Equipment - purchasing is stabilizing with one more vehicle predicted after 2023 and the vehicle exchange process already beginning  
Land Development - funds includes all non-levy funds earmarked for the new education/office building at FRUTH  
Hospitalization – still waiting for predictions form Co. Commissioners  
Remaining lines - fairly stable and predictable  
Preschool – concerns still exist that there is not enough enrollment to merit continuing **both** morning and afternoon classes. An additional \$10,000 transfer is required again this year to keep both classes open with registration being 9 in the morning, 11 in the afternoon, and 4 other beginning at various times throughout the school year. (Added notation - There would need to be around 18 children in both the morning and afternoon to be close to paying for expenses, listed in the footnotes section of the budget.)  
(Revenues)  
Levies Estimates – last year's estimates from the Co. Auditor were off by about 12% (less than actual revenue). Luckily we budgeted conservatively, and will be doing that again this year  
Donations – not knowing if the market will rebound, we reduced this from last year  
Farm Rent – BNP is coming out of CRP in 2022, so that amount was reduced for next year
3. The committee agreed to wait to approve until next week so any final adjustments could be included.

*Respectfully Submitted By: Sarah Betts, acting secretary in Lee's absence.*

*Followup email responses included.*

----- Original message -----

From: [sbetts@senecacountyparks.com](mailto:sbetts@senecacountyparks.com)

Date: 7/25/22 7:00 AM (GMT-05:00)

To: Lee Martin <[lmartin@bright.net](mailto:lmartin@bright.net)>, [jmprice@bright.net](mailto:jmprice@bright.net), mconti825 <[mconti825@gmail.com](mailto:mconti825@gmail.com)>, Shelly Smola <[info@senecacountyparks.com](mailto:info@senecacountyparks.com)>

Subject: 2023 Budget Estimates

Good Morning,

Attached are updated Park & Preschool Budget Estimates as follows:

Park Budget includes 3 adjustments (highlighted):

Revenue – St. Reimbursement-Homestead, decreased by \$600

Expenses – Salaries, increased by \$5,000 (provides around \$10,000 buffer)

- Hospitalization, increased to \$50,000, we are still assuming some type of increase

Preschool Budget has no changes from what was presented at the meeting last week.

If there are any questions or points of discussions, please reply to all.

Or, if you accept and approve what is attached to move on to the Park Board, please reply to all that you “accept and approve” the 2023 Park & Preschool Budget Estimates.

Thank you,

*Sarah Betts*

Executive Director

[sbetts@senecacountyparks.com](mailto:sbetts@senecacountyparks.com)

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**From:** Jacob Price <[jacobprice1982@yahoo.com](mailto:jacobprice1982@yahoo.com)>

**Sent:** Wednesday, July 27, 2022 10:01 AM

**To:** Lee Martin <[lmartin@bright.net](mailto:lmartin@bright.net)>; [jmprice@bright.net](mailto:jmprice@bright.net); mconti825 <[mconti825@gmail.com](mailto:mconti825@gmail.com)>; Shelly Smola <[info@senecacountyparks.com](mailto:info@senecacountyparks.com)>; [sbetts@senecacountyparks.com](mailto:sbetts@senecacountyparks.com)

**Subject:** Re: 2023 Budget Estimates

Sarah, I accept and approve the changes.

Thank you,  
Jacob

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**From:** mconti825 <[mconti825@gmail.com](mailto:mconti825@gmail.com)>

**Sent:** Thursday, July 28, 2022 9:52 AM

**To:** [sbetts@senecacountyparks.com](mailto:sbetts@senecacountyparks.com); Lee Martin <[lmartin@bright.net](mailto:lmartin@bright.net)>; [jmprice@bright.net](mailto:jmprice@bright.net); Shelly Smola <[info@senecacountyparks.com](mailto:info@senecacountyparks.com)>

**Subject:** Re: 2023 Budget Estimates

Hi Sarah.

I accept and approve the 2023 Park and Preschool Budget.

Thanks,

Marcus

Sent from my Verizon, Samsung Galaxy Tablet

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From: [sbetts@senecacountyparks.com](mailto:sbetts@senecacountyparks.com)

Date: 7/28/22 10:13 AM (GMT-05:00)

To: 'mconti825' <[mconti825@gmail.com](mailto:mconti825@gmail.com)>, 'Lee Martin' <[lmartin@bright.net](mailto:lmartin@bright.net)>, [jmprice@bright.net](mailto:jmprice@bright.net), 'Shelly Smola' <[info@senecacountyparks.com](mailto:info@senecacountyparks.com)>

Subject: RE: 2023 Budget Estimates

Thank you Jacob and Marcus for your reply. I will contact Lee directly and see how he is doing with his ankle issue and if he has had the chance to review.

Sarah

*(Lee was called 7/28/2022)*