



FINANCE COMMITTEE MINUTES

April 1, 2019

Bungay Elementary School

7:00 pm

BOARD MEMBERS IN ATTENDANCE:

Christopher Champagne

Kristen Harmeling

Jay Hatfield

OTHERS IN ATTENDANCE:

Michael Wilson, Superintendent of Schools

Vonda Tencza, Associate Superintendent

Lee-Ann Dauerty, Board Clerk

I. CALL TO ORDER

A. Pledge of Allegiance

Mr. Hatfield called the meeting to order with the Pledge of Allegiance at 7:02 p.m.

II. PUBLIC COMMENT

None

III. DISCUSSION AND POSSIBLE ACTION

A. Information and Recommended Action

1. Financial Management Summary

Mr. Wilson did a brief overview of the Financial Management Summary and said that although we are tight, we are appropriate for where we are in the year. Several line items are being held in a soft freeze and everyone is cooperating with this. He said line 210 is on track except for unemployment which is trending higher due to the former Facilities Manager collecting benefits. There was a discussion between the Board members and Mr. Wilson on why the expenditures were trending higher and Mr. Wilson said he would find out more and report back. Mr. Hatfield wanted to know why line 295 was higher and Mr. Wilson said it was because of the way the benefits were paid out. Ms. Harmeling said it would be helpful to have month to month balances and she felt it would be useful to have more specifics on the blanket purchase orders. Mr. Wilson said he would get more details. Mr. Hatfield pointed out that the former Facilities Manager's name is showing on the blanket purchase orders. Mr. Wilson said that is because he is the one who opened them but he will ask that this be changed.

MOTION: (Mr. Champagne/sec., Ms. Harmeling) recommend to the full Board the approval of the Financial Management Summary ending March 25, 2019 as presented

SO VOTED

AFFIRMATIVE: Mr. Champagne, Ms. Harmeling, Mr. Hatfield

MOTION PASSES: 3-0

B. Reports

1. Chairman's Report

Mr. Hatfield acknowledged the receipt of some other documents but said he did not have time to look at them; he will review them at next month's meeting. He asked that the Finance Committee receive as much detail as possible with the financial reports. Mr. Wilson said that he would get as much detail as he can but assured the Committee that we are on track to make it. Ms. Harmeling expressed her concerns saying the way she is looking at the information she is not sure we are going to make it. She suggested doing transfers during the year so the Board of Education can see where we are at all times.

2. Superintendent's Report

None

IV. **PUBLIC COMMENT**

None

V. **ADJOURNMENT**

MOTION: (Mr. Champagne/sec., Ms. Harmeling) to adjourn

SO VOTED

AFFIRMATIVE: Mr. Champagne, Ms. Harmeling, Mr. Hatfield

The meeting adjourned at 7:21 pm

Submitted by:
Lee-Ann Dauerty
Board Clerk