

**Finance/Budget Committee Minutes**  
**January 14, 2020**  
**Superintendent's Office 5:00 PM**

**Members Present:** Robin McNeil, Corinna Caron, Mark Guzzi, Leland Youngberg

**Members Absent:** Bill MacDonald (excused), Ryan Parker (excused), Charles Cossar (excused), Don Mendell (excused)

**Others Present:** Mike Hammer, Joe Chadbourne, Ken Kealiher, Dean Cray, Maxine Pare, Suzanne Nowinski

I. **Public Comment** - None

II. **Financials**

Joe presented December financials showing year to date spending and revenues. Revenue and expenses are running at budgeted rate with the exception of the Transportation cost center which was discussed separately.

III. **Transportation Expenditures**

Joe discussed concerns over the Transportation cost center. Both labor and supplies are projected to be overspent to budget. Increase in labor costs are due to increased needs for special education students requiring the hire of 3 transportation aides along with additional runs for modified school days for a number of students. The supply line continues to be heavily spent with nearly 75% of the supply budget being spent over the first half of the fiscal year. We received two new buses in December which should alleviate some maintenance cost. We are looking into potentially using special education's contingency to offset transportation cost for special education students, along with reducing inventoried supplies in the bus garage and monitoring additional spending.

IV. **Audit Review**

The audit results were discussed. We reviewed the audit presentation that Jennifer Conners from RKO had prepared. Fund balance was discussed, we discussed where we have already committed funds along with potential fund balance uses for the uncommitted fund balance.

V. **Budget Timeline**

Joe presented a budget timeline with dates and topics for each meeting. The Committee agreed to the timeline presented.

VI. **IT Wing Update**

Mike provided an update on the IT Wing. Electrical work is well under way with the electrical panel being in place. A fire panel from the Nokomis building has been removed to be used in this new space. AE Robinson has begun the boiler setup. Still waiting from demolition to have the water supply brought into the new space.

IV. **Other**

Robin discussed that the SRO Ad Hoc Committee has been meeting and will be bringing a proposal to the Budget Committee soon for staffing recommendations for the upcoming fiscal year.

V. **Adjournment**

The meeting was adjourned at 5:50pm.

Respectfully submitted,

Joe Chadbourne, Business Manager