

Budget and Finance Committee Meeting

01/20/2021

Called to Order: 3:37pm

In Attendance: Steve Carr (remote), Holly Whitmore (remote), Charles Baker, Jr, Susan Smith, and Kelly Theriault

FY21 Financials

- Kelly Theriault advised the summary and hot lunch reports have incorrect headers, but numbers are correct. She will send out updated ones. (*Updated summary and hot lunch summary attached*)
- Chuck asked about \$15,000 in encumbered services and contracted services. Susan advised contracted services is student support agreement with community care. Purchase orders are opened and encumbered for what is anticipated throughout the end of the year. We used COVID money first and are now onto the budgeted funds for that service.
- Kelly advised the warrant has cost centers around 50%, which is where cost centers should be.

ESSER-2 (COVID Funding Phase 4)

- Money received first, \$60-\$70,000 marked for Chrome Books.
- ESSER 2 has a use by date of 2022, waiting on amount we will receive. Range is \$100-\$300,000, will hopefully find out next week the exact amount. This is money that can be spent through the next school year.

FY22 Budget Timeline

- Meeting Dates
 - Workshops, Tuesdays 3:30pm-5:30pm
 - February 23rd
 - March 2nd
 - March 9th
 - March 16th
 - RSU 63 Budget Meeting in Holbrook Gym
 - Wednesday, May 26th

FY20 Audit

- The copy provided is draft, but have no changes.
- Balance 1.139 unassigned. We are under the 3%
- Kelly anticipates we will use this to build budget for next year.
- Schedule B, page 14 Fund Balance restated on page 17, due to small bond last year. The SRRF Bond has to be recorded differently.
- A cost center transfer is needed in transportation. \$41,000 out of Regular Instruction into Transportation. Transportation cost center was over than budgeted. Board approval is needed. Kelly will get the motion language to Susan for the Board meeting on January 25th.
- Two citation on management letter. One is the Account Structure, need new general ledger software. Second citation is Fixed Assets, frustrating to Kelly. Last year platform changed for reporting fixed assets and Bill did not advise Kelly or send her the new data base (and still hasn't sent the new data base). Student Activities had one item where tax was charged, but noted significant improvement in that area.
- Susan and Kelly talked about the Account Structure change. It's a big change and expense.
- Page 70 breaks down the costs for regular instruction; high school tuition was less than budgeted.
- Bill will attend the February Board meeting.
- Susan will copy page 70, 71, and 72 from the draft audit for Board meeting to show why the cost center transfer is needed.

Personnel

- Jake received resignation from Lori Beck effective immediately due to health reasons from Eddington Custodian. Steve Sanborn is going to come back and cover until we can find a replacement.
- Cook is still needed for Holden/Holbrook help. A bus driver is helping out this week.
- Kim Khoury Kelley, long time Ed Tech in Brewer, is joining the Eddington staff as Ed Tech.
- 6 staff members need long term medical leave for themselves or spouses.
- Looking for 4 day per week at Eddington to help cover, partial reimbursement as 2 Pre-K students require one-on-one so CDS will reimburse.
- We are still looking for substitutes, our sub list has been exhausted.
- 8 drivers are under quarantine.

Facilities/Transportation

- Carpenter Associates hourly rates were provided and they agreed to amend their costs on the projects.

Other

- Solar power questions have been raised. Organization is looking for Off-takers (entities willing to purchase power from them). We can compare costs and look into this for next fiscal year.
- Chuck thanked Kelly for all her work and sorry she received the citation for something that was never provided to her.

Next Meeting

- Tuesday, February 23, 2021 @ 2:30pm

Meeting Adjourned: 4:37pm

APPROVED: JANUARY 25, 2021