



Colchester Board of Education Minutes Budget Committee

Date: Friday, December 4, 2009

Time: 7:30 AM

Place: BOE Conference Room

Members Present: Chairman Tim Lamp, Donald Kennedy

Administration Present: Karen Loiselle, Maggie Cosgrove

Administration Absent: Katherine Shaughnessy

Others Present: Ronald Goldstein, Eva Gallupe

1. Call to Order

Chairman Tim Lamp called the meeting to order at 7:35 AM

2. Citizen Comments

None

3. Approval of Minutes

Motion by: Don Kennedy

To approve the minutes from the November 18, 2009 meeting.

Seconded by: Tim Lamp

Vote: Unanimous

4. FY 2009-2010 Financial Reports

- **Monthly Budget Reports**

Ms. Cosgrove presented the November 30, 2009 Year-to-Date budget report highlighting that the Employee Related Insurance overexpenditure increased due to two more staff members being paid for insurance waiver. Electricity expenditures are approximately \$99,000 lower than last year at this time. FY 2008-2009 expenditures for electricity exceeded the budget by approximately \$63,000.

- **Budget Transfers**

Ms. Cosgrove reviewed two budget transfer notifications to be presented at the December 8, 2009 BOE meeting with the Committee (copies of which have been attached to the minutes).

- **Health Insurance Reserve**

Ms. Cosgrove presented the October 2009 claims report stating that the reserve of 2.61 is based upon prepaying the BOE contributions for November and December.

- **Special Education Excess Cost Report**

Ms. Cosgrove reported that there is a format change on the Private School Tuition section to reflect the funding of costs through the ARRA IDEA grant. At this time the Excess Cost Reimbursement is being calculated with a cap of 70%.

5. **Old Business**

- **Status of OCR Violations**

Ms. Loiselle informed the Committee that the Board of Finance approved the funding request to use unexpended funds from the BA fire alarm replacement project so that the BOE can move forward with the additional Fire Alarm installation of the strobe lights and horns as recommended by OCR.

- **2010-11 Budget Development**

Ms. Loiselle informed the Committee that the budget process is underway. Meetings were held with each school principal and the District-wide administrative staff on December 1, 2009 to discuss budget priorities. The completed budget is due to Ms. Loiselle on January 5, 2010.

6. **New Business**

- **Meeting Dates**

After a brief discussion it was determined that the meeting dates would change to Wednesday's for the coming calendar year.

Motion by: Don Kennedy

To approve Budget Committee meeting schedule for the Wednesday before the first regular scheduled BOE meeting each month.

Seconded by: Tim Lamp

Vote: Unanimous

7. **Adjournment**

Motion by: Donald Kennedy

To adjourn the meeting.

Seconded by: Tim Lamp

Vote: Unanimous

Chairman Tim Lamp adjourned the meeting at 8:18 AM.

Respectfully Submitted,

Eva B. Gallupe
Financial Administrator