

**SPAULDING HIGH SCHOOL
FINANCE COMMITTEE MEETING**

Spaulding High School – Library
March 10, 2016 - 4:30 p.m.

MINUTES

COMMITTEE MEMBERS PRESENT:

David LaCroix - Chair
Penny Chamberlin, Director Central Vermont Career Center
Donald McMahon, Special Services Director
John Pandolfo, Superintendent
Lisa Perrault, Business Manager
Brenda Waterhouse, Principal

GUESTS PRESENT:

Jaime Evans

1. Call to Order

The Chair, Mr. LaCroix, called the Thursday, March 10, 2016, Finance Committee meeting to order at 4:45 p.m., which was held at the Spaulding High School Library.

2. Additions and/or Deletions to the Agenda

None.

3. Approval of Minutes – February 1, 2016 Finance Committee Meeting

On a motion by Ms. Chamberlin, seconded by Ms. Perreault, the Committee unanimously voted to approve the Minutes of the February 1, 2016 Finance Committee meeting.

4. Sprinkler System Estimates

Ms. Perreault advised that there was one estimate received. The cost of phase 1 is \$203,700. Ms. Perreault is working with Mark from Tri-State to negotiate a better price. Negotiation in price may be feasible if some of the work can be performed by in-house personnel. The project is slated to begin within a day or two after SHS recesses for the summer. For safety reasons, no students or staff will be allowed in the work area.

5. FY '16 Year End Projections

CVCC and SHS FY16 Expenditure/Year-end Projection reports were distributed. Current projections indicate an anticipated surplus for both CVCC and SHS. Anticipated surplus amounts are \$176,957, and \$153,782 respectively. Some savings have been the result of the mild winter. It was noted that the Athletic Department may be over budget due to unexpected contractual costs.

6. Summer Projects/RFP's Board Approval Over \$15,000

A general reminder was given that boards must seek bids from three qualified bidders, for any project/purchase over \$15,000. It was noted that some of the variables for the CVCC office move project, were under \$15,000. Three vendors are required for other portions of the project. Other summer projects include the cafeteria floor and renovation of a science room. The Board may wish to consider using "surplus" Capital Improvement funds for the uninvent heaters. Ms. Chamberlin reported that she and Louise O'Connor have been meeting with the Forensic Auditor. Auditor visits with teaching staff should be completed by the end of March. Ms. Chamberlin looks forward to receiving the audit results.

7. Other Business

Mr. LaCroix advised that the Barre Auto Parts building is available. The owner has priced the building at \$150,000. The price includes the building, the building's contents, and the lot across the street.

8. Next Meeting Date

The next meeting will be held on April 27, 2016 at 4:30 p.m., at the SU Building. It was agreed that lengthy discussion on financial matters should occur at Finance Committee meetings, rather than at Board meetings. All are welcome to attend the Finance Committee meetings. Mr. LaCroix will present a brief overview, and distribute financial reports at Board meetings.

9. Adjournment

On a motion by Ms. Chamberlin, seconded by Mrs. Waterhouse, the Committee unanimously voted to adjourn at 5:33 p.m.

Respectfully submitted,

Andrea Poulin