

BUDGET COMMITTEE MEETING MINUTES

DATE: August 30, 2019

PLACE: Havemeyer Board Room

PRESENT:

Board:

Ms. Lauren Rabin, Chair
Ms. Jennifer Dayton
Mr. Peter Sherr
Ms. Kathleen Stowe

Administration:

Dr. Toni Jones
Ms. Jen Lau
Ms. Lorianne O’Donnell
Mr. Dan Watson

Other:

Ms. Leslie Moriarty (BET-BOE Liaison)
Ms. Barbara O’Neill (BOE)

1. Call to Order - The meeting was called to order by Ms. Rabin at 10:00 am.
2. Approval of Meeting Agenda

MOTION	Ms. Dayton moved to approve the Meeting Agenda as presented. The motion was seconded by Ms. Stowe.
VOTE	4 in favor, none opposed.
	MOTION PASSED

3. Improved communication/alignment with BET and RTM on our Master Facility Plan and any Capital Items we plan on including for FY 20-21

We discussed ensuring that yearly capital requests remain consistent with our Master Facility Plan prioritization; the need to make a case with the public on our maintenance plans and the need for improved communications.

We discussed making it clear how much of the Master Facility Plan is based on educational

enhancement versus building maintenance and how much has been completed each year. The four board members took action to help create an easy to use visual to use with the public.

We also discussed the process steps with respect to feasibility studies and educational specifications and noted it should be communicated as a reminder to the entire board. Ms. Moriarity took an action to see if the BET preferred capital requests to be conditioned “subject to feasibility”.

Ms. O’Donnell presented initial capital requests planned for FY 20-21 to include Old Greenwich Feasibility Study, Cardinal Stadium and replacement of flexible connectors in the GHS PAC.

- 4. Completing the program dashboard/review as it relates to the budget

Dr. Jones and Ms. Lau presented the draft review that is also an agenda item at our September 5, 2019 Board Retreat. Dr. Jones indicated that this was more than a budget tool, it will be used to determine if program staffing is correct and if the program having it’s expected impact. Future drafts will include data on Windrose, AVID, etc.

- 5. General board feedback as the budget develops prior to the first presentation to the full board.

It was agreed to set a next meeting date to present more details and start to think about what areas may need restoring or reallocation.

- 6. Adjourn

MOTION	Ms. Rabin moved to adjourn the meeting at 11:50 pm. The motion was seconded by Ms. Dayton.
VOTE	4 in favor, none opposed.
	MOTION PASSED

Respectfully submitted,



Lauren Rabin
Rotating Secretary

Approved 9/12/19 – 3-0