

**Regional School District 17
Board of Education
Finance Subcommittee Meeting Minutes**

A regular meeting of the Finance Subcommittee of the Regional School District 17 Board of Education was held on Thursday, December 3, 2020 at 3:00 at Central Office and also held via Google Hangout Meets Video Conference - Live Stream.

Subcommittee Members Present: Joanne Nesti, Peter Sonski, and Eileen Blewett, Chair

Also in Attendance: Director of Fiscal Operations, Ann Adriani and Board of Education Chairman, Suzanne Sack

Guests: None

Call to Order: The meeting was called to order at 3:02 p.m. by Eileen Blewett.

Agenda Item #2 - Review/Approval of Minutes: Joanne Nesti moved and Eileen Blewett seconded a motion to approve the Minutes of November 2020 as presented. The Minutes were approved.

Agenda Item #3 - Review of Special Education Expenses: Review of expenditure listing compared to last month noting that it has increased but not substantially. Committee will continue to monitor expenses.

Agenda Item #4 - COVID Related Expenses: Update from Ann Adriani on COVID related expenses for the District. CRF Grant money must be spent by December 31, 2020. Eileen Blewett asked if LPN should be labeled a COVID expense. This will be explored.

Agenda Item #5 – Update Cost Analysis on Field House and KES and BES Tank

Replacement Projects: Update from Ann Adriani shared the Capital Projects Spreadsheet from John Mercier. Committee requested that the spreadsheet include additional information for the next meeting to include 1) Original Board Approved expenditure and changes 2) Expenditures to date and 3) Encumbrances remaining 4) Over/Under approved expenditure.

Agenda Item #6 – Update on State Reimbursement: Update from Ann Adriani shared the email stating that a State Auditor was Assigned in July and the engagement letter would be received no later than January 2021 to start the audit process.

Agenda Item #7 – Distribute Pension Documents: Ann Adriani presented the Plan document, Forfeiture for 5 years report and September Quarterly Report for the Committee's review. Ann Adriani suggested asking the Pension Plan Representative, Laura Hancock of ICMA RC, to attend the January meeting to answer the committee's questions regarding the Pension Plan to which they agreed.

Agenda Item #8 - 2020-2021 Budget Review: The Committee reviewed the 20/21 Budget to date. Ann Adriani presented the Summary by Object. Suzanne Sack requested that a review of in district special education students be reviewed for inclusion in Excess Cost Calculations.

Agenda Item #9 - Discussion of Vendor Detail, Monthly Checks cut over \$5000: Committee reviewed the checkbook registers.

Adjournment: The meeting adjourned 4:30 p.m.