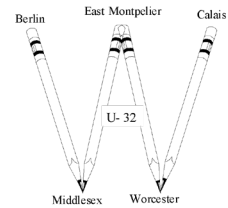


Washington Central Unified Union School District

WCUUSD exists to nurture and inspire in all students the passion, creativity and power to contribute to their local and global communities.

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Meagan Roy
Interim Superintendent



WCUUSD Finance Committee Meeting Minutes 9.12.23 8:30-9:30 a.m. Central Office, 1130 Gallison Hill Rd., Montpelier Via Video Conference

Present: Susanne Gann, Flor Diaz-Smith, Ursula Stanley, Zach Sullivan, Amelia Contrada, Steven Dellinger-Pate, Daniel Keeney, Kari Bradley

1. **Call to Order:** Flor Diaz Smith called the meeting to order at 8:35 a.m.
2. **Approve Minutes of 6.13.23 and 8.22.23:** Ursula motioned to approve the minutes of 6.13.23 and 8.22.23. Daniel seconded and the motion passed.
3. **Informational Reports**
 - 3.1. **Monthly Reflections:** Susanne provided a memo highlighting some of the work in the business office. She specifically highlighted the transportation management software and spoke about the transition from Transfinder to Traversa and the difficulties that occurred. She also talked about the data collection reports due to the AOE in August. She welcomed new Administrative Assistants at two of the schools. Lynnea Timpone at U-32 and Danielle Barclay at Calais Elementary. Susanne gave an update on the Time and Attendance software.
4. **Discussion/Action**
 - 4.1. **Discuss Electric Vehicle Charger Grant:** A memo was provided in regard to a statewide grant for electric vehicle charger installation at workplaces made possible by the Department of Housing and Community Development. Applications can be submitted between June 2023 and Jan 15, 2026. Projects must be installed within 12 months of application approval. A capital project for electric vehicle chargers will be incorporated into the budget planning this spring. A recommendation will be made at that time to identify the year for project completion. Based on capital project prioritization, it falls under Priority 2, because there are State or Federal grant funds that would meet at least 50% of the project cost. There was some discussion.
 - 4.2. **Award Bid for U-32 Truck:** U-32 currently has a 2012 GMC Sierra Half Ton truck and snowplow. This is scheduled for replacement in FY 2023-24. Staff solicited quotes from local vendors to replace the truck with a 2024 regular cab pickup truck. Three quotes were provided. Alderman's Chevrolet and Buick in Rutland came in as the low bidder at \$51,205. **Kari Bradley motioned to recommend that the Board authorize the Superintendent to purchase a 2024 GMC Sierra 2500 HD Regular Cab Pickup from Alderman's Chevrolet with an amount not to exceed \$51,205. Ursula seconded and the motion passed.**

4.3. Review and Approve Budget Timeline: A draft of the Budget Timeline was provided for review of the Finance Committee. Susanne went over some of the highlights. There was some discussion. Kari suggested early communication with the community regarding the budget process. **Daniel Keeney motioned to recommend that the Board approve the Budget Timeline. Ursula seconded and the motion passed.** Flor shared the budget parameters and the committee discussed them.

5. Future Agenda Items

5.1. Next Regular Meeting: September 20, 2023

5.2. Prepare for the November Community Engagement Meeting

5.3. Review and Approve the FY 25 Dental Premiums

5.4. Review and Approve the FY 25 Budget Assumptions for Fund Transfers

6. Adjourn: The meeting adjourned at 9:30 a.m.

Respectfully Submitted,
Melissa Tuller
Administrative Assistant