

**BRISTOL WARREN REGIONAL SCHOOL COMMITTEE  
BUDGET SUBCOMMITTEE MINUTES**

**Minutes Approved  
Monday, September 18, 2023**

The meeting of the Bristol Warren Regional School Committee was held in person on Monday, September 18, 2023 at Reynolds School, Superintendent's Office-2<sup>nd</sup> Floor, Room 205 located at 235 High Street, Bristol, RI 02809.

Present: Jessica Almeida- Chairperson; Adam McGovern, Tara Thibaudeau, Danielle Carey- Director of Finance & Administration

**I. Discussion and/or Possible Action**

Chairperson Almeida called the meeting to order at approximately 6:00 pm

**A. Minutes of Budget Subcommittee Meeting on August 21, 2023**

MOTION: Mr. McGovern made a motion amend the minutes of August 21, 2023 to remove Ms. Thibaudeau; seconded by Ms. Almeida. The motion was approved unanimously.

**B. Standardized Monthly Financial Reports**

- Cash Disbursements
- Monthly Financial Report with Variance Analysis
- Budget Transfer Report

The Director of Finance and Administration reviewed the Financial Reports.

**C. PMA Consultants/Perkins Eastman Payments for Stage 2**

The Director of Finance and Admin discussed the most recent expenses related to the Stage 2 application.

**D. Perkins Eastman Contract Amendment**

MOTION: Mr. McGovern made a motion to approve the Perkins Eastman Contract Amendment; seconded by Ms. Almeida. The motion was approved unanimously.

**E. Facilities**

This topic was discussion only.

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**F. Colt Fund**

MOTION: Mr. McGovern made a motion to work with the policy subcommittee to create a policy The Colt Fund; seconded by Ms. Thibaudeau. The motion was approved unanimously.

**G. Federal Funding**

This topic was discussion only.

**II. ADJOURNMENT**

MOTION: Ms. Thibaudeau made a motion to adjourn the meeting; seconded by Mr. McGovern.

Chairperson Almeida adjourned the meeting at approximately 6:45 PM.

Jessica Almeida, Chair  
Budget/Facilities Subcommittee