

**Finance and Facilities Subcommittee
Meeting Minutes
Central Office Conference Room
August 29, 2024**

Present: Melissa Finnigan, James Mol (via Zoom), Maureen Sattan, Sam Toskin, Business Manager Eric Remington, Director of Facilities Larry Plano and Superintendent Matthew Dunbar

Absent: Gregory Sparzo

Call to Order

Finance and Facilities Subcommittee Chair Sam Toskin called the meeting to order at 4:03 p.m.

Facilities Projects/Capital Expenditures

- A. HVAC Grant - Grants received for Spaulding and McAlister schools boilers, SHS grant proposals being evaluated and on track.
- B. Suffield Middle School Gym Floor - Floor resurfacing completed.
- C. Suffield High School Floor - Flooring replaced, further enhancements to the floor are being planned.
- D. Suffield High School Roof - Working with Suffield Public Building Committee to assess SHS roof condition and long term plans.
- E. Spaulding School Learning Lab/Modulars - Administration is currently assessing the use of Spaulding modular buildings.
- F. Other

Permanent Building Commission Update of District Buildings

The Suffield Permanent Building Commission (PBC) continues to evaluate district buildings. The SHS PBC walkthrough is scheduled for 09/05/2024 while the SMS walkthrough is scheduled for 09/12/2024.

Review Preliminary FY24 Financial Statements

Preliminary 2024 Financial Statements were reviewed.

Review Preliminary FY24 Food Service Financial Statements

Preliminary Food Service Financial Statements were reviewed.

FY25 Budget Updates

Discussed plans for 2025 budgeting process.

Adjournment

Motion to adjourn was given by James Mol, seconded by Melissa Finnegan. The meeting was adjourned at 5:17 PM.