

**Monadnock Regional School District
Finance and Facility Meeting
October 9, 2024
SAU Conference Room**

Committee Members Present: B. Tatro, J. Cesaitis, Eric Stanley and C. McDaniel-Thomas

Administration Present: J. Morin, Business Administrator

Also Present: L. Aivaliotis, Recording Secretary.

C. McDaniel-Thomas opened the meeting at 6:30 PM.

1. Public Comments: There were no public comments.

2. Approval of Minutes of September 11, 2024: MOTION: J. Cesaitis **MOVED** to approve the September 11, 2024 Finance/ Facilities Committee Meeting Minutes as amended.
SECOND: E. Stanley. **DISCUSSION:** The committee would like to amend the minutes and remove a sentence in section 4. a. **VOTE on amended motion:** Unanimous for those present.
Motion passes.

3. Adjust agenda: No adjustments.

4. Old Business

a. Review progress on building project: J. Morin explained that the steel is going up at MTC for the 2-story part of the renovations. The project is on time and on budget. The District will be getting the GMP for Emerson on Friday. They are moving forward at Emerson in regards to the well. They will be drilling a new well. At MTC there is an issue with the well. MTC will continue to use the MRMHS well. They will begin the work at Emerson in the next few weeks. K. Barker has made visits to Troy. The design for Troy is well underway.

b. Receive financial report of Business Administrator: J. Morin commented that there is not a whole lot to say. We are a lot better than we were last year. We have out of district expenses but we also have vacancies. We have made additional transfers for Special Ed.

c. Expendable Trust Funds: J. Morin explained the balance in each of the Expendable Trust Funds. J. Morin does agree that it is a good idea to put money aside. J. Cesaitis commented that a task of the School Board is to ask the Superintendent for a Maintenance Plan for the buildings in the district. E. Stanley suggested asking Hutter or someone professional for a Maintenance Plan. J. Cesaitis suggested asking T. Breen. E. Stanley commented that we should budget accordingly. **MOTION:** B. Tatro **MOVED** to recommend to the full Board to place \$25,000.00 into the Vehicle Expendable Trust, this amount will come

from the fund balance. **SECOND:** E. Stanley **VOTE:** Unanimous for those present. **Motion passes.** **MOTION:** E. Stanley **MOVED** to recommend to the full Board to place \$1.00 into the Special Education Expendable Trust, this amount will come from the fund balance. **SECOND:** B. Tatro. **VOTE:** Unanimous for those present. **Motion passes.** The committee discussed the Building and Grounds Expendable Trust. There is a little over \$110,000 in that account but there is a need for new tennis courts and repair to the MRMHS parking lot. **MOTION:** E. Stanley **MOVED** to recommend to the full Board to place \$200,000 into the Building and Grounds Expendable Trust, this amount will come from the fund balance. **SECOND:** B. Tatro **VOTE:** Unanimous for those present. **Motion passes.** **MOTION:** E. Stanley **MOVED** to recommend to the full Board to place \$1.00 into the Building Maintenance Expendable Trust, this amount will come from the fund balance. **SECOND:** B. Tatro. **VOTE:** Unanimous for those present. **Motion passes.** The committee discussed the roof above the boy's locker room and the connecting section roof. It needs to be repaired. The committee suggested taking the funds out of the Expendable Trust but there will be a withdrawal from that account for repairs for another project and then there will not be enough to cover the boy's locker room roof and the connecting section roof. The District did receive a bid in the amount of \$107,760.00. **MOTION:** E. Stanley **MOVED** to recommend a Warrant Article for the roof over the boy's locker room and the connecting section roof up to \$120,000.00. These funds will be raised and appropriated. **SECOND:** B. Tatro. **VOTE:** Unanimous for those present. **Motion passes.** Three bids are required.

d. Unaffiliated comp study: E. Stanley commented that the information we have we can use but there is not much. The information being asked for is not only about wages.

5. New Business:

a. Annual timing for Warrant Article Prep: S. Peters presented information to the committee regarding the revised budget planning schedule. "Step 14: Create Warrant Articles (tradition) (By the last Board meeting before the Joint Meeting). Step 15: Create Warrant Articles (policy BDA-4) (By the last meeting in December). Step 16: Joint Meeting. Step 17: 1st draft of "Warrant Articles in Plain English" (policy DBA-4) (By the last meeting in December). S. Peters also suggested setting a deadline for the Administration to present Facility projects to the committee (Last Committee meeting in September?), and then set a deadline for the committee to recommend warrant articles to the Board (First Board meeting in October?) which the committee did not agree with. B. Tatro said she doesn't want to micromanage and that we do not need deadlines. **MOTION:** E. Stanley **MOVED** to accept the recommendations to add Steps 14-17 to Policy BDA-4 and to forward it to the full Board as a first read. **SECOND:** B. Tatro **VOTE:** Unanimous for those present. **Motion passes.**

b. Policies from Book D: C. McDaniel-Thomas presented Policy DJC Petty Cash and Policy DJC-R Petty Cash Accounts to the committee. The committee compared the NHSBA Policy and the MRSD Policy. The committee reviewed the policies. The policies will be marked

as reviewed as of October 9, 2024. C. McDaniel-Thomas explained that she will bring policies that are required by law first to the next meeting.

6. Setting next meeting's agenda:

Agenda Items: Unaffiliated compensation study, Building Program, Financial and Policies.

7. Public Comments: There were no public comments.

8. Adjourn MOTION: E. Stanley **MOVED** to adjourn the meeting at 7:51 PM. **SECOND:** B. Tatro. **VOTE:** Unanimous for those present. **Motion passes.**

Respectfully submitted,

Laura L. Aivaliotis
Recording Secretary