Minutes
Special Meeting
Finance/Facilities Committee Meeting
Monday, October 7, 2024; 5:30 p.m.
Flanders Room
Mitchell Elementary School

Board Committee Members Present
Jim Crocker, Chair
Michael Carbonneau
Tikva Rose (arrived 5:37 p.m.)

Absent
Chris Griffin

Also Present
Brian Murphy, Superintendent
Tina Tanguay, Director of Finance and Operations

I. Call to Order

Jim Crocker called the meeting to order at 5:31 p.m.

II. Financial Summary Update

Current financial status

- Revenue to date: **$10,638,704** (**25.77%** of budget)
- Expenditures to date: **$10,336,043** (**25.04%** of budget)
- District is trending as expected financially

Miscellaneous Revenue from Closed Grant

- The amount received and posted as miscellaneous revenue in the amount of $37,115 is a result of the funds received from the state as approved by the Board in May 2023 for the 214-092 Agriscience Equipment Grant. At the time of closing out the grant, there were no anticipated funds owed to the district.

Progress of annual audit

- Audit approximately **85%** complete
- On-site work finished in **3 days** instead of planned **4 days**
- Remaining work to be done remotely through email and document uploads

*Tikva Rose arrived 5:37 p.m.

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III. Transportation Contract

All-Star Transportation contract renewal

- Current contract expires **July 1, 2025**
- RFP being prepared, aiming for distribution within a week
- Goal to finalize by end of **November** for **December** board meeting approval
- Considering a **5-year** contract term (previous was **5 years**)

Potential transportation cost increases

- Industry rumors suggest **9-10%** annual increases post-COVID
- Factors: rising fuel costs, cost of living, driver wages

Bus communication device request

- Reviewing options to include in RFP a request from bus vendor for communication devices with central office in order to improve incident response time and efficiency for student safety.
- Also requesting bus vendor to review bus routes to maximize efficiency within the policy time guidelines.

V. Adjournment

A motion was made by Jim Crocker and seconded by Tikva Rose to adjourn the meeting at 5:52 p.m., all in favor, none opposed, motion carried unanimously.

Respectfully Submitted,



Patricia Paige
Board Clerk

Recorded and filed subject to Board of Education approval by: Patricia Paige, Board Clerk

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Minutes created with assistance of Circleback AI"