



TIMBERLANE REGIONAL SCHOOL DISTRICT BUDGET COMMITTEE MEETING MINUTES

Regular Meeting

September 11, 2025

7:00 PM

Call to Order: 7:03 PM by Liz Kosta

Roll Call taken by Heather Greenfield

Present: Liz Kosta, Kathryn Consalvo, Lauren Schlerf, Karen White, Katie Knutsen, Julie Hammond, Brian Smith, Sheila Lowes

Absent: Susan Sherman, Sabrina Alberg

Administrators Present: Justin Krieger – Superintendent, Maria Watkins – Business Administrator/CFO, Lisa Oliver – Assistant Business Administrator

Pledge of Allegiance

Approval of Minutes:

MOTION: Sheila Lowes motions to accept March 27, 2025, Organizational meeting minutes, seconded by Karen White.

7 – 0 – 0

In Favor: Sheila Lowes, Kathryn Consalvo, Lauren Schlerf, Karen White, Julie Hammond, Brian Smith, Liz Kosta

MOTION: Karen White motions to accept March 27, 2025, Regular meeting minutes, seconded by Julie Hammond.

7 – 0 – 0

In Favor: Sheila Lowes, Kathryn Consalvo, Lauren Schlerf, Karen White, Julie Hammond, Brian Smith, Liz Kosta



Correspondence:

Liz Kosta reads a correspondence from John Downing, Sandown, NH.

Delegate/Individuals:

None

Administrative Report:

Justin talks about moving forward for fiscal year 2027, we should be engaging in a process that provides for both students and taxpayers.

Justin talks about legislative changes that will affect the Budget Committee. There will still be School Board representation, but that member is no longer a voting member of the committee. It is now required of the Budget Committee to vote on recommendations for all warrant articles that have a cost item.

Marianne Springer and Shawn O'Neil will be presenting a report of the Tax Cap Committee at an upcoming School Board meeting, that meeting is tentatively slated for the second meeting in October.

Justin talks about building tours and setting up a schedule with Liz and Karen.

Justin talks about the department budgets that are being presented throughout the budget meetings make up approximately 26% of the operating budget.

New Business:

FY25 Budget to Actual:

Maria begins a discussion about the budget transfers that were done last fiscal year. She continues that the best piece of information that we had when forming that budget were the FY23 actuals. The district does their best to make sure that every expense is charged to the correct accounts, this gets reported to the department of revenue. Maria reviews the FY23 actuals to FY25 actuals.

A discussion regarding budget transfers and where money is pulled from and where it is going to ensues.

Maria presents the dashboard that she also presents each month to the School Board.

SAU/School Board Budget Presentation:

Justin presents the SAU and School Board budget presentations.

Justin sites that the main drivers to the SAU budget are Professional Development, supplies (including additional fingerprinting responsibilities and staff PD lunch), staff retirement, and professional memberships.



Justin sites the main budget drivers to the School Board budget being legal services, annual audit, stipends, and professional memberships.

Technology Presentation:

Ken Henderson presents the technology budget. He sites that the major budget drivers in the technology budget are restoring equipment life cycle maintenance, new campus wide intercom system, increased subscription costs, and added services that need to be supported.

Curriculum Budget:

Sandy presents the curriculum budget. She sites budget drivers in the curriculum budget as information access fees and books and info resources.

Professional Development Budget:

Sandy presents the professional development budget, the main budget drivers being contractual benefits (tuition and workshop reimbursement), contracted services, and dues and fees.

MOTION: Karen White motions to accept Technology Budget for review, seconded by Sheila Lowes.

6 – 0 – 0

In Favor: Sheila Lowes, Lauren Schlerf, Karen White, Julie Hammond, Brian Smith, Liz Kosta

(Kathryn Consalvo stepped out)

MOTION: Karen White motions to accept Curriculum Budget for review, seconded by Sheila.

7 – 0 – 0

In Favor: Sheila Lowes, Kathryn Consalvo, Lauren Schlerf, Karen White, Julie Hammond, Brian Smith, Liz Kosta



MOTION: Karen White motions to accept SAU Budget for review, seconded by Sheila.

7 – 0 – 0

In Favor: Sheila Lowes, Kathryn Consalvo, Lauren Schlerf, Karen White, Julie Hammond, Brian Smith, Liz Kosta

MOTION: Karen White motions to accept School Board Budget for review, seconded by Sheila.

7 – 0 – 0

In Favor: Sheila Lowes, Kathryn Consalvo, Lauren Schlerf, Karen White, Julie Hammond, Brian Smith, Liz Kosta

MOTION: Brian Smith motions to accept Professional Learning budget for review, seconded by Sheila.

7 – 0 – 0

In Favor: Sheila Lowes, Kathryn Consalvo, Lauren Schlerf, Karen White, Julie Hammond, Brian Smith, Liz Kosta

Sheila asks questions about the unassigned fund balance. She is looking to find out what the number was before the encumbrances, lease payment and projects approved by the school board. Justin will send the clip from the school board meeting presentation to the budget committee.

Meeting Adjourned by Liz Kosta at 8:45 PM

<https://vimeo.com/1070128893>