



## TIMBERLANE REGIONAL SCHOOL DISTRICT BUDGET COMMITTEE

### MEETING MINUTES

#### **Organizational Meeting**

August 25, 2022

7:00 PM

#### **Call to Order**

7:02 PM

#### **Roll Call taken by Kerrie Ward**

**Present:** Todd McCormick, Sue Sherman, Kristi Auclair, Mark Sherwood, Sierra Dolce, Karen White

**Not in Attendance:** Julian Kiszka, Michael Mascola, Kathryn Consalvo, Julie Hammond

**Administrators Present:** Maria Watkins, CFO/Business Administrator, Chris Kellan Assistant Superintendent

#### **Kristi Auclair- Lead the Pledge of Allegiance**

Sue Sherman Motioned to approve the Organizational Minutes from March 24, 2022

Mark Sherwood seconds the motion

**Motion to approve the Organization Meeting Minutes from March 24, 2022**

**4-0-2**

**In Favor: Kristi Auclair, Todd McCormick, Sue Sherman, Mark Sherwood**

**Abstained: Sierra Dolce, Karen White**

Kristi Auclair Motions to approve the Regular Meeting Minutes from March 24, 2022

Mark Sherwood seconds the motion



**Motion to approve the Regular Meeting Minutes from March 24, 2022**

**4-0-2**

**In Favor: Kristi Auclair, Todd McCormick, Sue Sherman, Mark Sherwood**

**Abstained: Sierra Dolce, Karen White**

**Administrative Reports: Maria Watkins**

The financial audit has been completed for FY2022. A special shout out to Lisa Oliver who also finished the DOE MS-25. The district is ahead of schedule. Superintendent Kellan and Assistant Superintendent Justin Krieger gave an excellent presentation today to welcome our staff into the new district. Maria states we have a very good team heading up our district, their presentation was heartfelt and motivational for the staff.

Mark Sherwood asks if the district is putting the welcome presentation online for the community to view.

Dean Zanello states it has been discussed as a possibility, but he believes it is part of the plan to share the video with the community.

**Reports of Committee**

Todd McCormick discusses how wonderful the open houses for the schools were and how ready and friendly the staff was.

**CIP: Sue Sherman**

Sue attended two CIP meetings since the Budget Committee last met. Nothing new to report, they are in waiting on information on what facilities need. The track and the science wing are still on the CIP. Sue also mentioned to the school staff that if they want to have a project done to make sure it is on the CIP.

Mark Sherwood added on that there was a discussion during the strategic planning meeting about looking at longer term plans and projects for the district.



### **Strategic Planning:**

Sue Sherman states she was not on the strategic planning distribution list for the meeting that was held.

Maria assures that she will make sure she is added to the list.

### **New Business:**

Maria Watkins initiates a discussion on the year end summary including revenue and expenditures. The report does not show the encumbrances and instructs the committee to refer to the summary sheet. 3.1 Million is going back to the taxpayers this year. Maria adds that this year we are starting our maintenance plan so the money going back to the taxpayers will most likely be less.

Maria Watkins explains the voted vs. actuals trend report. The report shows consistent spending of 95-97% of the budget from year to year.

Sue Sherman emphasizes that it is important to understand that the district consistently spends 95-97% of the budget.

Maria Watkins adds on that we are very careful with our budget to not overspend. The business department along with Karl and his facilities team is very conscious on what they are spending and using the money priority projects.

Todd McCormick states that we should display the graphs from the trend report at the public hearing this year to give a visual to the public.

Sue Sherman adds that the pie chart should also be added to the public hearing presentation to give a visual of the distribution of spending.

### **Other Business:**

Todd McCormick tables the information on the New Hampshire Voucher Program until the next meeting.

Todd McCormick initiates a discussion on the facility tours that are open to the Budget Committee as well as the public. These tours are important to see what our buildings need and to help everyone see and understand what the principals and directors are asking for during this upcoming budget season.



Todd McCormick emphasized that everyone is invited and encouraged to come to the tours.

Mark Sherwood wants to make sure that the selectman have been officially invited to the tours, as well as the public.

The committee decided to focus on outreach and post the flyers in all the town halls, libraries, social media, and PTA presidents.

The tour schedule will be as follows.

Tuesday September 6<sup>th</sup> at 5:00pm – Middle School, PAC, and High School

Thursday September 8<sup>th</sup> at 5:00pm – Sandown North, Sandown Central, and Danville

Tuesday September 20<sup>th</sup> at 5:00pm – Pollard School and Atkinson Academy

Sue Sherman notes that it is helpful to see what each building needs and what they have completed in the past year.

Todd McCormick initiates a discussion on if the committee should meet after the September 8<sup>th</sup> facility tours.

Todd McCormick makes a motion to cancel the next meeting on September 8<sup>th</sup>

Mark Sherwood seconds the motion

**Motion to cancel the next meeting on September 8<sup>th</sup>, 2022**

**6-0-0**

**In Favor: Kristi Auclair, Todd McCormick, Sue Sherman, Mark Sherwood Sierra Dolce, Karen White**

**Adjournment:**

Meeting was adjourned at 7:41 PM by Todd McCormick

Minutes submitted by: Kerrie Ward

The meeting can be viewed at the following link:

<https://vimeo.com/showcase/255893/video/743508038>