

**TIMBERLANE REGIONAL SCHOOL DISTRICT BUDGET COMMITTEE
ORGANIZATIONAL MEETING MINUTES**

**2019-2020 Budget Season
March 29, 2018
7:04 PM**

**SAU 55
30 Greenough Road
Plaistow, NH**

Call to Order

Business Administrator Geoffrey Dowd called the Organizational Meeting to order at 7:04 PM.

Roll Call

Present: David Gerns, Cathleen Gorman, Julie Hammond, John Hughes, Michael Mascola, Todd McCormick, and Phil Sherwood

Not Present: Peter Bealo, Alan David

Administrators Present: Geoffrey Dowd, Business Administrator

Pledge of Allegiance

Mr. Gerns led the pledge of allegiance.

Distribution of Copies of RSA Chapters 32, 33, and 195 and Committee By-Laws

Mr. Dowd began with introductions of new committee members. He thanked the outgoing members for their service. Mr. Dowd distributed copies of RSA and By-Laws information.

Elections

Chair

NOMINATION: Mr. Hughes nominated Mr. Mascola for Chair. Mr. Mascola accepted the nomination.

NOMINATION: Mr. Sherwood nominated Mr. Gerns for Chair. Mr. Gerns accepted the nomination.

7:07 PM (00:03:29)

VOTE: Mr. Dowd called the vote on the Nomination for Mr. Mascola as Chair, which passed with 6 favorable votes by Mr. Gerns, Ms. Gorman, Mrs. Hammond, Mr. Hughes, Mr. Mascola, and Mr. McCormick. Mr. Sherwood did not cast a vote.

Vice Chair

NOMINATION: Mr. Sherwood nominated Mr. Gerns for Vice Chair. Mr. Gerns accepted the nomination.
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NOMINATION: Mr. Hughes nominated Ms. Gorman for Vice Chair. Ms. Gorman accepted the nomination.
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7:09 PM (00:05:00)

VOTE: Mr. Mascola called the vote on the Nomination for Mr. Gerns as Vice Chair, which passed with 4 favorable votes by Mr. Gerns, Mrs. Hammond, Mr. McCormick, and Mr. Sherwood. Mr. Mascola called the vote on the Nomination for Ms. Gorman, which
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received 3 favorable votes by Mr. Hughes, Ms. Gorman, and Mr. Mascola.

Others

Mr. Mascola noted no other elections at this time.

Appointments

Recording Secretary

Mr. Dowd noted the current Recording Secretary is Katarina Curtin.

NOMINATION: Mr. McCormick nominated Ms. Curtin for Recording Secretary. Ms. Curtin accepted the nomination.

7:10 PM (00:05:55)

VOTE: Mr. Mascola called the vote on the Nomination for Mr. Curtin as Recording Secretary, which passed unanimously with 7 in favor.

Others

Mr. Mascola noted no other appointments at this time. Mr. Gerns noted the need for CIP and Strategic Plan appointments. Mr. Mascola suggested to wait for other Committee members to be present in case they would be interested to serve. Mr. Gerns agreed, noting that the School Board is still developing their schedules, and Ms. Gorman noted this will affect who will be available to serve. Mr. Mascola also noted that the School Board still needs to appoint their Budget Committee representative.

Review and Adopt By-Laws

Mr. Mascola opened the floor to review by-laws and suggested that discussion could continue at future meetings as well.

Ms. Gorman spoke to her initial review of the by-laws. Ms. Gorman noted redundancy between section 1B and 2A, which both state protocols for meetings held immediately after the organizational meeting. She suggested striking the special meeting information from 1B.

Mr. Sherwood suggested tabling motions to allow for further review, but to continue conversation. Mr. Mascola suggested the Committee continue taking input as an initial review process, and Mr. McCormick noted that per by-laws the Committee could not make changes at this time due to required procedure such as public notifications.

Ms. Gorman inquired about the 5 minutes per individual and 30 minute maximum for the Delegations and Individuals meeting portion noted in section 2C. Mr. Mascola and Mr. Gerns spoke to previous practice of the Chair addressing large numbers of attendees at the time of the meeting.

Ms. Gorman inquired about attendance requirements in section 8, stating that RSA 32 has no attendance requirements besides holding one meeting and that no one can be forced to attend.

Ms. Gorman commented on Committees Section B which states the Superintendent to be an ex officio member of the Budget Committee. Ms. Gorman stated that the Superintendent is an employee versus being appointed, and therefore him participating in Committee meetings would not be in an ex officio capacity. Mr. Sherwood inquired about the definition.

Mr. Mascola offered some closing remarks, sharing his thoughts on the by-laws as guidelines, and the ability of the Committee to act at their will. Discussion ensued about the openness of the by-laws but also the need for them to be accurate. Mr. Mascola stated this discussion would be tabled for the next meeting.

Adjournment

Mr. Mascola adjourned the organizational meeting at 7:21 PM.

Respectfully Submitted,

A handwritten signature in blue ink, appearing to read "Katarina Curtin".

Katarina Curtin
Recording Secretary

This meeting can be viewed in its entirety at: <https://vimeo.com/262577859>
Approved by the Budget Committee on April 12, 2018.