

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

**2019-2020 Budget Season
October 11, 2018
7:05 PM**

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

Call to Order

Chairman Mascola called this October 11, 2018 meeting of the Timberlane Regional School District Budget Committee to order at 7:05 PM with the roll call.

Roll Call 7:06 PM [00:00:24]

Present: Peter Bealo, Brian Boyle, Alan David, John Hughes, Michael Mascola, Todd McCormick, Phil Sherwood

Not Present: David Gerns, Cathleen Gorman, Julie Hammond (*Ms. Hammond present later.*)

Administrators Present: Geoffrey Dowd, Business Administrator

Pledge of Allegiance 7:06 PM [00:00:53]

Chairman Mascola led the pledge of allegiance.

Approval of Minutes 7:07 PM [00:01:28]

Committee members reviewed the September 27, 2018 minutes and noted corrections: Vote on page 2 should be "9" approved. Correction on page 2, under budget reviews #2 – add detail to clarify point of topic. Correction on page 2 PAC – everything looking good, and add a note that budgets were to be reviewed before 10/11/18 and were ready and posted 10/9/18.

MOTION AND VOTE: 7:09 pm Motion to accept the minutes from the September 27, 2018 meeting as corrected, made by Mr. Hughes, second by Mr. McCormick. The motion passed (6-0-1) with Mr. Bealo abstaining.

Correspondence

Correspondence was circulated. Brief discussion ensued regarding correspondence. Chairman Mascola will use his judgement on which emails to forward, with a note that some subject matter should be discussed under quorum, rather than email. Regardless, all emails will always be in the email correspondence folder.

Delegations and Individuals 7:17 PM [00:11:27]

Chairman Mascola noted no Delegations and Individuals participants.

Administrative Report 7:17 PM [00:11:35]

Chairman Mascola reported no updates. Mr. Dowd reviewed encumbrances into 18-19 with description in words. Chairman reminded about the ask for description in text on the numbers and departments. Committee members were reminded there is ability to opt in to receive notifications of updated files on SharePoint.

Reports of Committees (Budget Committee Members, School Board Representative) 7:20 PM [00:14:32]

Budget Comm: David Gerns – CIP Report included in packet. Mascola read the update.

School Board: Mr. Boyle explained the School Board discussed budget process and also level funding the budget (see correspondence email from Superintendent). (*Ms. Hammond arrived 7:27pm*) Discussion about PAC wall and recommendations/bids for High School track. School Board will review capital improvements.

Unfinished Business 7:31 PM [00:24:35]

Facility tours kicked off on 10/1 at Middle School, High School, and the PAC. Chairman Mascola sent a summary. The next tour on 10/15 will begin at 4:00 pm at Pollard, then Atkinson Academy. The last tour is on 10/29 beginning at 4:00 pm at Sandown North, TLC/Sandown Central, then Danville.

New Business 7:32 PM [00:25:52]

Budget Reviews:

7:33 PM [00:26:37] Kathie Dayotis reviewed the Summary of Proposed Budget document included with agenda for Atkinson Academy commenting that overall the budget is down with 342 students currently and anticipating 330 for next year. Ms. Hammond had a few questions for clarification.

7:45 PM [00:38:38] Nancy Stafford reviewed the Summary of Proposed Budget for Sandown North document included with the agenda. She pointed out that the budget is level funded for office and curriculum supplies as well as a few decreases for equipment.

8:01 PM [00:55:00] Chairman Mascola specified that the PAC and Sandown Central will be rescheduled. Sandown Central will move to 10/25 and target to move School Board to 11/8.

Review of Revenue & Expenditure Report 8:09 PM [01:02:41]

Mr. Dowd reviewed the report for September. Overall the spending is on track; some bills will be coming in and are encumbered. Chairman directed members to review on independently and to bring up questions during the meetings. Reports are ready around the 1st of the month.

Other Business 8:13 PM [01:06:54]

Enrollment reports typically come out early October, coming soon.

Future Agenda & Dates

Thursday, October 25, 2018 – 7:00 pm, SAU Office (MS, Danville, Pollard, Transportation and Sandown Central)

Thursday, November 8, 2018 – 7:00 p.m., SAU Office

Tuesday, November 20, 2018 – 7:00 p.m., SAU Office

Thursday, November 29, 2018 – 7:00 p.m., SAU Office

No other questions. Most committee members can attend the Monday facility tour. There were some positive comments about maintenance staff and district performance.

Adjournment 8:17 PM [01:11:09]

MOTION AND VOTE: Motion to adjourn the meeting at 8:16 pm, made by Mr. Sherwood, second by Mr. David. The motion passed unanimous.

Respectfully Submitted,



Sarah J. Vaira

Approved by the Budget Committee on October 25, 2018.

This meeting can be watched in its entirety at <https://vimeo.com/294691523>