

Finance Subcommittee Meeting – Draft Minutes

September 16, 2020, 5:30 p.m.

Central Services/Zoom

Attendance:

Jenny Emery	Via Zoom	Jordan Grossman	Present
Mark Fiorentino	Present	Anna Robbins	Present
David Peling	Present	Chris Faro – Fresh Picks	Guest
Melissa Migliaccio	Present		

Meeting commenced at 5:20 p.m. Meeting adjourned at 6:45 p.m.

1. Public Comment: None

2. Food Service Review: To accommodate our guest, this item was moved to the front of the agenda. Numbers were presented showing food service participation very low; other schools are seeing the same problem. Options to reduce the loss include participating in the extended federal SSO (School Summer Option) program and reducing expenses by moving to a single kitchen. The committee encouraged the administration to come back with its recommendation for how to reduce expenses and increase participation. There was also discussion of Sodexo's cost-over-runs from the spring SSO program; the program should have been break even. Anna is working to resolve this.

3. Approve Minutes from the August 18, 2020 Meeting: Dave moved, and Mark seconded approval. Passed unanimously.

4. June Statement of Accounts: We reviewed the year-end statement, as well as the final transfers required to be approved by the Board, to close the books. The final surplus returned to the town, generated because of closing the schools, was \$902k. This is after spending \$195k on Covid-related capital needs (such as tables and tents for outdoor activity) in June.

5. July/August Statement of Accounts: Anna reviewed the statement of accounts. The over-budget general education situation was expected and relates to adding temporary custodians and bus monitors for Covid-related safety. Some of this may be offset by a CT Recovery grant we have been awarded; Anna is working to validate this.

6. Reopening Expenditures: This was addressed during the previous discussions. As of now, we are on top of our needs, but the situation can change at any time and we should expect new un-budgeted expenses will emerge.

7. FY20 Year-End Budget Transfers: This will be recommended to the Board for final approval. The committee noted the good work by Anna and others managing expenses during these unprecedented times.

8. Building Committee Update: The committee will meet with the architects on Sept. 23 to begin "visioning" the major renovations.

With no other business, Mark moved and Dave seconded adjournment at 6:45 p.m.