

Budget Committee
Minutes
October 9, 2012

Present: R. Barnes, J. Burk, B. Cummings, C. Guagliumi, S. Heinrich, G. Krupp, L. Mooney, V. Pellegrino, C. Skarda, R. Swonger and School Board liaison A. Schneider

Excused: T. Beard

Absent: M. Malzone

B. Cummings called the meeting to order at 7:00 PM and led those present in the Pledge of Allegiance.

Approval of Prior Minutes

S. Heinrich made a MOTION to approve the minutes of August 28, 2012 with corrections. Second: R. Barnes. MOTION PASSED unanimously.

Budget Calendar:

A. Schneider told the Committee about the School Board's response to the Committee's suggestions regarding changes to the budget calendar for the upcoming budget proposal: Administration will finalize its proposed budget early in December. Members of the School Board and Budget Committee will submit written questions to the Superintendent, who will be give them to the appropriate department head. Department heads will answer the questions orally during their meetings with the School Board between December 17th and January 7th. Budget Committee members are invited to attend these School Board meetings. The School Board expects submit a final budget to the Committee by January 22nd. The Superintendent has agreed to let Budget Committee liaison meetings start as of January 1st.

A. Schneider told the Committee that the majority of the School Board did not want to have joint School Board-Budget Committee department presentations and that he has suggested that the School Board and the Budget Committee meet after the Committee finalizes the budget to evaluate the new procedure.

Discussion included the following:

- The Committee needs to decide whether members should submit questions to B. Cummings or directly to the Superintendent?
- Committee members need to be given the schedule of department presentations ahead of time.
- While the number of Committee meetings will likely remain the same, the Committee may need to meet twice in a given week in order to meet the statutory deadlines for posting the budget. (February 19th)
- It is possible that the meetings may be shorter if members attend the School Board meetings to hear information given about the proposed budget.
- It is possible that not all department heads will need to present their budgets to the Committee.

Budget Committee Minutes, 10-9-12, continued

- The Superintendent views each department head presenting a budget to the Committee as good public exposure for the proposed budget.
- Some department heads might have to attend two January evening meetings instead of one in December and one in January.
- The Committee's calendar needs to be amended to include snow dates.

G. Krupp made a MOTION to approve the Committee's schedule of meetings as follows:

January 29, 2013, Snow Date: January 31, 2013

February 5, 2013: Snow Date: February 7, 2013

February 12, 2013 (Public Hearing), Snow Date: February 14, 2013

If needed: February 19, 2013

Second: C. Guagliumi. MOTION PASSED: 10 – 0 – 1 (J. Burk abstaining.)

Liaison Assignments

B. Cummings gave each member a liaison request form. He requested that each member fill in the form and return it to him before leaving.

R. Barnes explained the liaison process for the new members: a team of members is assigned to each department. Each team has an experienced member as the lead. The lead sets up a team meeting with the department head, at which the team does a thorough review of the budget. Members with questions about a specific department's budget will submit them to the team lead. In addition, the team lead will present a liaison summary report to the Committee.

Next meeting

B. Cummings told the Committee he had scheduled November 13, 2012 as the next meeting of the Committee. He indicated that Business Administrator Shevenell would attend to present his annual review of the last fiscal year's budget and update the Committee on the status of the current fiscal year's budget.

Public Participation

There was no public participation.

S. Heinrich made a MOTION to adjourn. Second: G. Krupp. MOTION PASSED unanimously.

B. Cummings adjourned the meeting at 7:33 PM.