



MAINE SCHOOL ADMINISTRATIVE DISTRICT NO. 40

Friendship * Waldoboro * Warren * Washington * Union
1070 Heald Hwy.* PO Box 701 * Union * Maine * 04862
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Francis N. Boynton, Superintendent
Susan R. Jackson, Director of Instruction

Scott Vaitones, Business Manager
Karen Etheridge, Director of Student Services

FINANCE COMMITTEE MEETING MINUTES

**Tuesday
December 15, 2009
7:00 p.m.
Central Office in Union**

COMMITTEE MEMBERS	P	Danny Jackson, Chair	P	Ann Donaldson	P	Dana Dow
	P	Dennis Wooster	P	Carrie Chavanne	P	Jane Brown
	E	David Benner	P	Bonnie Davis Micue (ex-officio)	P	Doug Blasius (Student Representative)
OTHERS:	P	Scott Vaitones (Business Manager)	P	Frank Boynton (Superintendent)	P	Stormie Hendrickson (Food Service Director)
	P	Bob Butler (Waldoboro Selectman)				

I. CALL MEETING TO ORDER

Meeting was called to order at 7:04 p.m. by Danny Jackson.

II. DECLARE QUORUM

A quorum was declared.

III. NOTE ABSENCES

Noted David Benner is an excused absence and no other absences.

IV. APPROVE MINUTES OF NOVEMBER 17, 2009

Dennis Wooster moved and Ann Donaldson seconded to approve minutes of November 17, 2009.

All voting in favor.

V. SIGN WARRANTS

Warrants signed.

VI. REVIEW GENERAL OPERATING REPORT – NOVEMBER 30, 2009, AND PRINTOUTS

Reviewed General Operating Report – November 30, 2009, and print-outs: Noted debt payments made in November.

Question: What happens with an account that is overspent? For example: Custodial supplies for Miller School.

This account is over by \$8,000. Answer: There were too many supplies ordered in the summer at Miller.

However, the supplies will be needed in other schools by the end of the year.

VII. REVIEW FOOD SERVICES OPERATING REPORT – NOVEMBER 30, 2009

The Committee reviewed a visit to Mt. View High School by the food services director and business manager to look at that school’s Food Services Program.

VIII. PROPERTY AND LIABILITY INSURANCE BIDDING

Scott Vaitones outlined his relationship with MSMA’s Worker’s Comp Trust as the Chair of the Trust and a member of the Trust Board for the past 15 years.

The Committee feels there is not a conflict with Scott’s involvement. However, the perception by bidders may be that there is a conflict. Frank Boynton agreed to take on the process.

IX. FUTURE AGENDA ITEMS

a. Does future financial planning for the District, such as closing a school or changing bus routes, come under this Committee? Frank Boynton outlined the plan within the budget to show the equalized cost based on average teacher cost and what each town is paying per student.

X. OTHER BUSINESS

a. Bus leases: Scott reviewed three (3) proposals received.

b. Ann Donaldson moved and Dennis Wooster seconded to recommend accepting Gorham Savings Bank's proposal to provide bus leases.

All voting in favor.

c. Where is the State at with bus routing software?

XI. ADJOURNMENT

Ann Donaldson moved to adjourn and Carrie Chavanne seconded.

All voting in favor.

Scott Vaitones

All meetings of the Board, except executive sessions, will be open to the public. All actions of the Board will be taken openly and the deliberations leading to Board action will likewise be conducted openly. The public and district employees are encouraged to attend Board meetings. A time period of up to thirty minutes in duration for comments by visitors at Board meetings will be scheduled at the beginning of the Board's agenda. Board committee meetings are open to the public. Public input is welcomed but the Board Chair may need to limit discussion.