

Finance Committee Minutes of December 18, 2007  
Educational Service Center  
Submitted by Kim Miller

Committee Members: \*

Kim Miller (Chair), Danny Jackson (Vice-Chair), Carl Cunningham,  
Mary Genthner, Tim Lewis, Tod Brown, Bonnie Davis Micue (ex-officio)

Others:

Scott Vaitones (Business Manager, MSAD40)

Call to order 7 pm

Carl Cunningham absent

Declaration of quorum

Danny motioned to approve the minutes from November 20th , Tim seconded.

All in favor

Sign Warrants

Budget/Insurance

480 entries as is formatted now with any adjustments/or additions to the budget.  
Tod suggested adding formula and columns and working the figures a "block "  
instead of individuals. This would make approx. 120 entries compared to 480.  
Scott working on the formatting in order to get all to fit on single sheet print out  
per page. Will have to adjust column and rows in order to do so.

General Operating Report

Audit – Scott emailed Marge (Auditor), she will send him statements  
Scott will pass on to the Finance Comm. as soon as he receives them.

Food Service

Lost \$6000 in November  
Union Schools breakfast participation very low – 17% What's being done?  
Nothing at this time – needs to be addressed, Scott will push the issue  
Working with SAD #5 going very well  
Old Food Service debt being covered by fund balance

Fund Review

Pg 38, 39 coding error – Teachers Salary and Benefits  
Pg 56, 57 coding error - Salaries incorrect, Benefits correct  
Pg 34 What is Other Technical Services? Athletic trainers and maint. programs  
for the sports fields

- Pg. 34 Transportation only has 32% of their budget left.  
Local Entitlement has money to contribute to transportation.  
Vocational Trans. Line – 100% left.  
Voc driver out, substitutes paid from another line  
Voc bus schedule needs to be reworked, Scott and Harold Wilson working on it
- Pg. 61 Business Office - \$20k of Scott's salary needs to be moved to the MS Proj.  
Other Prof. Services? \$11,878 for Software Services
- Pg. 65 Still waiting to hear back from Susan Taylor
- Pg. 101 Benefits Line  
Food Service Employee moved to another school, money budgeted for that employee needs to follow  
Pg 103 – Food Vending – Scott will check into

Still haven't received formal Title Budget from Ann Hassett. Waiting on total \$ to be received.

Can we put a "freeze order" on lines that are expended? A/P (Colleen) makes a notation to Scott. He uses his judgement as to ok the purchase or not.

What is the difference between extra-curricular and co-curricular activities?  
Extra – sports programs, usually outside of the school day  
Co – educationally related, usually during the school day

ADG Food Service shows in the negative  
Accounted for with the Miller School  
Do not show ADG for anything but breakfast foods  
Need to charge the account for food, Scott will look into further

Next meeting date – January 15, 2008

Adjourned at 9:00pm