

REGIONAL SCHOOL UNIT 40

Friendship • Union • Waldoboro • Warren • Washington
1070 Heald Highway, PO Box 701, Union, Maine 04862
207.785.2277

Steve Nolan, Superintendent
Kimberly Schroeter, Director of Instruction

Karla Miller, Business Manager
Karen Etheridge, Director of Special Services

Finance Committee Meeting Thursday, August 4, 2016 Central Office

MINUTES - Revised

Committee Members: Erik Amundsen, Sara Andrews, Cheryl Cichowski, Lynda Letteney, Sandra O'Farrell, Errol Silvestri, Dennis Wooster

Ex-Officio Member: Danny Jackson

Administration: Karla Miller, Steve Nolan

- I. **Call to Order** – The meeting was called to order at 6:07 p.m. by Superintendent Steve Nolan
 - A. Election of chair: Dennis Wooster was nominated by Erik Amundsen and seconded by Errol Silvestri
 - B. Declaration of Quorum: 4 of 7
 - C. Note Absentees: Sara Andrews, Lynda Letteney, Sandra O'Farrell
 - D. Approve the July 21, 2016 minutes:
Motion: Errol Silvestri Second: Erik Amundsen
Vote: 3 – 0 – 1 (Cheryl Cichowski)

- II. **Sign Warrants**

- III. **Financials**
 - A. Discussion on financials included vending machines, food services, negative fund balances, salaries and benefits, adult education enrichment program

- IV. **Policy DJ – Bidding/Purchasing Procedures**
 - A. Bid process takes approximately one month to get the bid proposals and then they need to go through Facilities, Finance and then the School Board. There were a number of items approved through the budget process – is there a need to go back to the full board on these items? What if the process skipped Finance and went from Facilities to the Board? Or, skip the Board and go through Finance? What if Finance and Facilities were on the same night, the second Thursday of the month; Facilities followed by Finance?
 - B. DrummondWoodsum is reviewing the policy for accuracy and completeness

- V. **The committee adjourned at 6:47 p.m.**

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.