

  
**REGIONAL SCHOOL UNIT NO. 40**  
**MAINE SCHOOL ADMINISTRATIVE DISTRICT NO. 40**

Friendship \* Waldoboro \* Warren \* Washington \* Union  
1070 Heald Highway \* PO Box 701 \* Union \* Maine \* 04862  
(207) 785-2277 Fax (207) 785-3119

Michael Cormier, Interim Superintendent  
Kimberly Schroeter, Director of Instruction

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

**FINANCE COMMITTEE MEETING**  
**Tuesday, February 25, 2014**  
**MINUTES**

**Committee Members Present:** Dennis Wooster, Erik Amundsen (arrived 5:40 p.m.), Ann Donaldson, Lynda Letteney

**Ex-Officio Member Present:** Danny Jackson

**Administration Present:** Karla Miller

- I. Call to Order** – The meeting was called to order at 5:08 p.m. by Chair Wooster.
  - a. Declaration of Quorum: 3 – 2
  - b. Note absentees: Sean Donaghy
  - c. Upon a motion by Ann Donaldson and second by Lynda Letteney, the committee voted to approve the minutes of the January 21, 2014 meeting. Vote: 3 – 0
  
- II. Sign Warrants**
  - a. The warrants were signed with no questions.
  
- III. Financial Report**
  - a. Karla reviewed the financials with the committee, noting that we have not frozen the budget this year. The business office is reconciling the general ledger with the financials on a monthly basis. Deposits and recording the receipts in the general ledger are occurring on a weekly basis.
  - b. Food Service Financials were discussed noting that the revenues should be up to date.
  - c. Adult Ed Financials were discussed.
  
- IV. Other**
  - a. The committee discussed home schoolers and inviting them to join the band/chorus or co-/extra-curricular activities offered by RSU 40.
  
- V.** The committee adjourned at 5:50 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.