



**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

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**FINANCE COMMITTEE MEETING**  
**Tuesday, June 3, 2014**  
**MINUTES**

**Committee Members Present:** Dennis Wooster, Erik Amundsen, 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 7:00 p.m. by Chair Wooster.
  - a. Declaration of Quorum: 4 – 1
  - b. Note absentees: Sean Donaghy
  - c. Upon a motion by Erik Amundsen and second by Ann Donaldson, the committee voted to approve the minutes of the May 6, 2014 meeting. Vote: 4 – 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 although there were some accounts that were overspent, all budget categories were fine.
  - b. Food Service Financials were discussed. Discussion was held around the possibility of filing with Small Claims Court on accounts that are not paid up to date. The Committee would like to have more information on the families. Should have the Food Service Director and the SRO visit the family to find out their financial situation and discuss options available as well as filling out an application for Free and Reduced Meals.
  - c. Adult Ed Financials were discussed.
  
- IV. Other**
  - a. The Committee discussed the anticipated fund balance along with the maintenance and paving projects that will be done during the month of June. The Facilities Committee will discuss single sourcing the paving project at their meeting on Wednesday.
  - b. The Committee discussed the possibility of School Union 69 sharing Central Office space with RSU 40 and what possible configurations of the Central Office space would like. All were in favor or exploring the idea.
  - c. The Committee discussed the possibility of contracting out bus services and if there might be any cost savings.
  - d. The Facilities Committee will be looking at some property that is for sale tomorrow at their Committee Meeting.
  
- V.** The committee adjourned at 7:55 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.