



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

Friendship * Waldoboro * Warren * Washington * Union
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Susan A. Pratt, Superintendent
Kimberly Schroeter, Director of Instruction

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

FINANCE COMMITTEE MEETING
Tuesday, January 22, 2013
Minutes

Committee Members Present: Dennis Wooster, Ann Donaldson, Mary Genthner, John Heller

Ex-Officio Member Present: Danny Jackson

Administrators Present: Susan Pratt, Karla Miller

I. Call to Order - The meeting was called to order at 7:01 p.m. by Chair Wooster.

- 1) Declaration of Quorum: Yes, Quorum 4/7
- 2) Note absentees: Erik Amundsen and Lynda Letteney
- 3) Upon a motion by Ann Donaldson and second by Mary Genthner, the committee voted to approve the minutes of the December 5, 2012 meeting. Vote: 4 – 0

II. Sign Warrants

Those present reviewed and signed the warrants.

III. Updates

Audit Report – Mrs. Miller distributed and discussed the preliminary audit noting the two significant deficiencies for Ed Jobs Fund not being reported on a monthly basis to MDOE and Title I not reconciling between the General Ledger and State Report. Our auditors, Berry Talbot Royer, will do a presentation of the audit at the first February business meeting.

IV. Reports

1) Financial Report – Mrs. Miller distributed and discussed the monthly financial report. There was a lengthy discussion of contract drivers and collaboration on out-of-district transportation. Superintendent Pratt reminded the committee that this is not possible for many of the students that attend school out-of-district.

2) Food Service Report – Mrs. Miller distributed the monthly financial and informed the committee that Mrs. Hendrickson is concerned about the January numbers due to the flu epidemic and many students not at school to participate this month. Mrs. Miller and Mrs. Hendrickson will be visiting one school each week to eat with the students.

V. Future Agenda Items

Health Insurance
Transportation

VI. Other Business

Changes in the Business Office – Mrs. Miller discussed with the committee some of the changes that will be occurring in the business office, most noticeably will be accounts payable being done on a bi-weekly basis. Mrs. Miller will be reviewing payroll and accounts payable before the process is completed.

Budget – The committee informed Mrs. Miller of how the budget process was handled in the past; pink sheets represent the final budget.

Superintendent Pratt informed the committee of the Governor's Curtailment and how it will affect the schools and municipalities if it is approved as is; the schools will pay the employer share of teacher retirement (2.65% of teacher members for the MePERS), flat funding after the curtailment; 0% funding for homestead tax relief, reduction in revenue sharing for municipalities and the loss of excise tax on trucks.

Future Finance Agenda Items will be scanned and emailed to committee members. Those wishing to have a printed agenda and attachments will notify the Central Office.

VII. Adjournment

The meeting was adjourned at 8:10 p.m.