

**CHAPLIN, HAMPTON, SCOTLAND AND
REGIONAL DISTRICT ELEVEN BOARD
OF EDUCATION**

FISCAL & PLANT COMMITTEE

**SPECIAL MEETING MINUTES July 05, 2022 6:15 PM
Central Office Conference Room**

1. Call to Order – Stacy Foster called the meeting to order at 6:27 PM. Committee Members Present were Stacy Foster and Sally Ireland. Also present were Superintendent Ken Henrici and Business Manager Jobina Miller.

2. Approval of June 7, 2022 Minutes – Approval of the June 7, 2022 minutes was tabled to the next meeting as there was no quorum.

3. Approval of Financial Statements – June 2022 – Approval of the June 2022 Financial Statements was tabled to the next meeting as there was no quorum.

4. Budget Forecast - FY 21-22

- a) General Fund: Business Manager Jobina Miller noted that the General Fund is currently at 196K and should not go over. Andrew Barillari was able to obtain heating oil for \$4.44 per gallon and filled the tank for a total cost of 18K. Andrew will also be purchasing a 4WD gator for snow removal at a cost of 9K. The EASTCONN bill has come in at 41K. Once these expenses are paid, we should be down to the 2% allowed (130K) to move over to the CIP account. This addition will create a healthy budget for the planned CIP projects.
- b) Grants: Jobina Miller said that some grants were rolled over to next year and the rest were expended.
- c) Cafeteria: Jobina Miller said that many families have applied for free and reduced lunches. She also said that the SCA Grant only came in recently and there wasn't enough time to spend it down. It will be rolled over to next year to purchase food and should help with the increasing costs that are affecting the café budget. We are expecting 30K to come in from the State. Jobina plans to pay 50K to help reduce the "Due To – Due From" account from 87K to 37K.
- d) Capital and Non-Recurring: The remaining F21-22 funds will be moved over to the CIP to assist with the large projects planned for the district.

5. Maintenance Report – Andrew Barillari noted in his report the following:

- Elective Classroom Swap – he has been relocating some of the elective classrooms to make for better use of classroom space.
- New Roof over the Server Room – a new roof was installed over the server rooms and the IT Director's office.
- New Floor Machine – The old machine was too costly to repair and a decision was made to purchase a new machine.

- Preparation for July 1 orders – Andrew has been working on the list of supplies to order for miscellaneous repairs throughout the school.

6. Adjournment – Stacy Foster adjourned the meeting at 6:45 PM

Respectfully Submitted,
Diane Ritchotte
Recording Secretary