

1 **Southwest Vermont Regional Technical School District (SWVRTSD)**

2 **RGB Finance Committee Minutes: December 17, 2007**

3 Assembly Room, Career Development Center

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5 Members Present: Frank Lamb, Chair; Claude DeLucia; Fran Kinney.

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7 Staff and Others Present: Dave Dence, CDC Instructor; Bruce Gabrus, CDC Instructor; Mick
8 Goldsmith (Plasan USA); Ed Letourneau (arrived at 5:05); Greg Lewis, Business Manager; Donna
9 Oyama, Director; Sandra Redding, Office Manager; John Waller, Banner Reporter.

10 During the course of the meeting RGB Members and others filtered in being that the RGB Meeting
11 was scheduled to begin at 6:30 PM in the same room.

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13 Recorder: Barb Schlesinger

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16 The Meeting was called to order at 5PM.

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18 **Proposed Lathe Purchase - Manufacturing**

19 Gabrus gave a brief overview of the machinery Manufacturing would like to purchase. He spoke of
20 the three Haas lathes and how they would benefit the students. The new lathes have "intuitive
21 programming", which translates the students movements and automatically converts it to code usable
22 on the other CNC lathes. This programming is unique to the Haas machines. He noted the adult
23 students are very interested in these machines and that he felt the timing was very good for this
24 purchase.

25
26 Lewis pointed the committee toward the spreadsheet he had prepared, which highlights total cost and
27 from what funds payment would come from. The group discussed the old equipment; the inventory,
28 its value, and how it would be disposed of. It was noted that the CDC lathes, radial drill and band
29 saw were worth approximately \$5K to used machine dealers; no other tech center wanted the
30 obsolete equipment.

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32 Also discussed was the bid process and the fact that if recommended by the committee and approved
33 by the Board, the equipment fund would be reduced to zero. Lewis noted that the Equipment and
34 Capital Improvement Fund was a self-replenishing fund. Lamb noted that CDC has the money to
35 make the purchase, but by doing so, would deplete the fund until 2010.

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37 DeLucia inquired as to why three lathes. Gabrus replied that at RFP cost, CDC would receive 2.5
38 machines, however the bidder reduced the cost by \$10K, allowing three to be purchased at a cost
39 lower than proposed.

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41 The lathes were on the "wish list" from last year and have been on the five-year plan for quite a while.
42 Oyama noted that Perkins focuses on one Career Cluster. Letourneau brought up the program's
43 enrollment and Gabrus concurred that upgrading equipment will increase enrollment, thus increasing
44 revenue. Lewis reiterated the purchase will not be an additional burden to the taxpayer.

45
46 DeLucia expressed his concern that by making this purchase there will be no money left for any of the
47 other programs. Committee consensus was that more information was needed and no action would
48 be taken tonight.

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50 **Bulldozer Purchase**

51 Kinney brought up the purchase of the bulldozer. Oyama pointed out that the procedure followed was
52 detailed in the packet. She also noted that there was no policy on going to the Board for approval.
53 Lamb noted that the procedure needs to be made a policy. Lamb noted he did sign the Warrant
54 approving the purchase, but missed the bulldozer. DeLucia asked why the purchase was not brought

1 up at the last Board meeting. The group discussed more in-depth the need for the purchase, the cost
2 of the machine, the timing of the purchase, program enrollment and the procedure followed. Board
3 members expressed their displeasure that they learned of the purchase at the Legislature Breakfast
4 and not from Administration prior to the purchase.

5
6 Dence explained his reasoning for his choice for this particular machine and why repair of the 17-
7 year-old one that it will replace was not feasible.

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9 Kinney expressed that he felt that the purchase procedure should have been done totally different.
10 Lamb noted that "what is done is done". The students should not be punished. The issue is to keep
11 it from happening again. Letourneau commented that "policy should note that it has to be pointed
12 out". Lamb noted that an item such as this should be brought to the Board BEFORE it is bought.

13
14 Dence noted that procedure was followed. Oyama noted nothing illegal was done, and further
15 explained that timing was an issue, the Program has been without a machine since September and
16 the students were being cheated. She requested the Committee and then the Board bless what has
17 happened. Lamb expressed that it was no one's fault, the deed is done, and it's time to move on and
18 look at the five-year plan.

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20 The Committee took no action and Lamb will turn over to Policy (Johnson), to write a policy.

21 22 **Program Schedule Change Request (Auto)**

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24 A handout showing the FTE impact of a schedule change in Auto, Building Trades, Forestry and
25 Manufacturing was discussed. Letourneau spoke of the positive changes from an educational
26 stance, the schedule changes would provide. DeLucia noted the change was requested the program
27 instructors and proposed that the change in itself could lead to increased enrollment, therefore
28 balancing out the apparent loss of FTEs.

29
30 Oyama noted that a maximum of sixteen students could be in each class before a Para was needed.
31 She also stated that deadline for the Program of Studies was the end of the week. DeLucia
32 suggested offering it both ways in the Program of Studies and see what happens. He also suggested
33 having Knapp run projections on the new software. Letourneau wondered if the Klein's new pre-tech
34 course might offset the FTE loss.

35
36 Lamb expressed that from an educational standpoint the idea was wonderful; however losing 2.75
37 FTEs was too much. Unless the money could be guaranteed to be made up, he is against the
38 change.

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40 No action was taken. Lamb would like more answers before voting. He needs it to work without any
41 income loss.

42 43 **Out of State Tuition – Legislation Draft**

44 The draft legislation was presented and briefly discussed. The prior legislation has been sunsetted,
45 hence the need for a new one. This applies to students attending from NY State. Tuition fees were
46 also briefly discussed with it being noted that the more tuition received from out of state the less
47 would needed from local students.

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49 **The meeting adjourned at 6:30 PM.**

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