

Minutes of the Finance Committee Meeting  
Southwest VT Regional Technical SD  
12/20014

Members present: Kevin Goodhue, Ricky Harrington, Francis Kinney, Jim Boutin, and Leon Johnson

.The meeting opened at 9 AM with Business Manager Stephanie Mulligan handing out copies of the proposed budget to date. The committee then adjourned to executive session on request of Mike Lawler to discuss salaries.

. At 9:15 the committee returned to open session and M Lawler presented the following information and recommendations regarding staffing for next year:

- Communications Technology is no longer offered so the salary line item has been eliminated
- The Computer Technology's position remains at .5
- The Co-Op Coordinator's position increases to full time due to restructuring and job description increased load. It was noted by Stephanie that the reimbursement rate from the State on the salary for this position's is expected to be approximately \$29,000
- Aid to the Adult Education staff be increased to full time due to expansion in program offerings and enrollments
- There is a salary line item added for a full time STEM (Science, Technology, Engineering & Math) instructor. This program is expected to be developed and implemented next year.
- There is no Sustainable Foods line items (for salary) as funding is expected to continue under the Perkins Grant (State Innovation Grant)
- There are no other recommendations for staff reduction at this time.

There was discussion about the possibility of reducing an office staff position but mutually agreed upon that it was not necessary at this time

.Discussion then focused upon the MAU Allocation agreement that was approved at the last meeting with a line item of \$215,000. Francis Kinney informed committee members that the MAU finance was receptive to the plan and agreement. Stephanie noted that with this agreement in place the proposed budget reflects an approximate \$30,000 reduction. All were in agreement that the plan should be presented to the full board for approval at the next scheduled RGB meeting,

Discussion moved to the acquisition of room ~~222~~ (229) on the third floor back from MAU. M Lawler recommended rather than swap room 156 for room ~~222~~ with MAU as previously discussed, that we retain room 156. He further recommends as soon as possible retrofitting room 156 to accommodate the new LNA Adult Ed program. He noted enrollment numbers mentioned the LNA program may soon be able to be offered to high school students. The room would be vital for that to happen. Discussion occurred around further growth in other programs such as Building Trades and additional need for space should that happen. It was decided that a letter should be sent to MAU to formally notify them that we wish to re-acquire room ~~222~~ at the end of the 2015-16 school year.

The committee has instructed the chair to seek legal advice on the format and formalities that should be addressed in this letter if necessary.

Other new items included in this budget as presented:

- \$10,000 has been included for the adaptation of exploratory summer workshop offerings for Middle through High School Students
- A new 18 passenger van/bus purchase. Much discussion centered on how to best purchase this item. It was mutually agreed that the cost would come out of the existing sinking fund equipment improvement line item along with any end of the year funds available this year. It was also mutually agreed that the amount to be requested in the Capital Improvements line item be increased to \$40,000 and the equipment sinking fund be reduced to \$20,000.
- There is \$55,000 included for replacement of the roof over the auto shop
- \$1,600 has been included for pavement improvements
- \$6,000 has been included for the replacement of uni-vent systems
- \$4,500 has been included for replacement of pumps

. With final tally it was noted that the budget with adaptation proposed above would increase by less than a percentage point at this time and that it be prepared to be presented to the full board for the regularly scheduled December meeting. The board then adjourned open session to return to executive session to further discuss salaries.

Meeting adjourned at 10:40 AM

Respectively submitted,  
Jim Boutin