

1 **Southwest Vermont Regional Technical School District (SVRTSD)**  
2 **Finance Committee Meeting Minutes, Monday, December 18, 2017**

3 RGB members present-, Fran Kinney, Rickey Harrington, Ken Swierad and Ed Letourneau  
4 CDC represented by Supt./Dir. Mike Lawler and Business Manager, Stephanie Mulligan  
5

6 Recorder: Sandra Redding  
7

8 Meeting opened by chair Fran Kinney at 5:35 PM. Business Manager, Stephanie Mulligan,  
9 noted that there were no changes to the expenses section in the YR2019 budget proposal.  
10 We do, however, have extra funds to roll over, \$375,587 from YR2017 to YR2018.  
11

12 The budget presents at a -0.95% decrease; (FY2018-\$3,457,114. to **FY2019-\$3,424,190.**) and  
13 a .07 increase in tuition, meaning about \$13.00 added to present amount.  
14

15 Committee members were concerned that we might be cutting too much. Mulligan and  
16 Lawler explained the savings come from positions not being filled and new hires. No cuts  
17 to programs or materials/equipment needed. Some requests for equipment from program  
18 instructors may be covered by the surplus in this year's budget. Committee members  
19 thought it would be helpful to have program instructors share their needs in person.  
20 Lawler mentioned he had just completed an overview of computer equipment and  
21 computer lab needs. He feels we have a good number of laptops that can be used by  
22 several programs to save the creation of a totally new computer lab set-up.  
23 It was noted that the finance committee was in strong support of the administrative and  
24 business information provided. Lawler explained that the FTEs were more balanced and  
25 stable at this point and look good for the future. We seem to have the right number and  
26 variety of programs right now to support the enrollment and interest of today's students.  
27 We have good, qualified teachers in solid programs, so that does help to create a  
28 balanced, educational experience for our present and potential students.  
29

30 It was noted that we have a vibrant and up-to-date Facebook page. Lawler shared that  
31 Stephannie Peters, Guidance Coordinator, is responsible, as is he, for providing  
32 information about our programs and events to the page. Program instructors send  
33 information to either Stephannie or Mike to share to the page where it is viewed by many.  
34 This is a great avenue for recruiting and letting our community know about our programs  
35 and events.  
36

37 The committee then unanimously agreed to recommend the adoption of the FY2019 as  
38 presented today to the full board this evening. The committee thanked Stephanie and  
39 Mike for a job well done and commented on a "well-run school."  
40

41 Ed Letourneau suggested that the Education/Facilities committee should meet before the  
42 next meeting. 5:30 pm on the 22<sup>nd</sup> of January was suggested. He will confirm later at the  
43 full board meeting  
44

45 Meeting adjourned at 5:59PM.