

1 **Southwest Vermont Regional Technical School District (SVRTSD)**
2 **Finance Committee Meeting Minutes: Monday, December 10, 2018 3 PM**

3 Assembly Room, Career Development Center

4 RGB members present: Fran Kinney, Committee Chair; Rickey Harrington, Board Chair; Leon
5 Johnson and Ken Swierad

6 CDC represented by: Michael Lawler, Superintendent/Director and Stephanie Mulligan, Business
7 Manager

8 Recorder: Sandra Redding
9

10 Meeting was opened by Fran Kinney at 3PM. He invited Supt. Lawler and Business Manager,
11 Stephanie Mulligan to share the update details of the YR 2020 budget. Lawler gave a re-cap of
12 the method used to prepare the yearly budget, noting that there were basically 3 versions, "A", "B"
13 and "C". He detailed the five year trends, total budget and FTE counts as requested at the
14 previous meeting. Mulligan shared how the process of building the budget is done: by
15 interviewing our program instructors, factoring in their wish lists; our potential equipment needs,
16 program updates and typical supplies used each year. Each potential version of the budget has
17 been whittled down to the best, lowest amounts we could live with and not affect student
18 enrichment and development. Discussion took place as to the changes from budget "A" to
19 budget "B", then budget "B" to budget "C". Explanations were thorough and thoughtful.
20 Committee members had some questions and they were answered to their satisfaction. Some
21 changes were discussed and the committee expressed their acceptance of the last budget, "C",
22 as presented with some modifications. Lawler and Mulligan will finalize the numbers and inform
23 the committee members before the next full board meeting on December 17th. Those present did
24 not see the need for another meeting before the scheduled December full board gathering.
25

26 The committee then received information from Lawler concerning a meeting with SVSU
27 Superintendent Jim Culkeen and MAU Principal, Steve Nixon. Discussion has begun concerning
28 the scheduling of programs presently running at MAU that should be part of the CDC structure.
29 Plans for ongoing discussion concerning this topic are in the works. The committee thanked
30 Lawler for the effort he is making in correcting this sensitive situation. He will keep the board
31 updated with his progress in this area.
32

33 A discussion ensued concerning adding 2 more hours per day, (from 4 to 6), to the Bennington
34 Police Department coverage at the CDC. This would be an increase to the budget of
35 approximately \$14,000. Leon Johnson inquired if we really need six hours a day when there is an
36 officer at MAU as well. Rickey Harrington echoed this thought and both expressed they would
37 rather see the additional money put towards program and student enhancements. Lawler noted
38 that the MAU officer is often very busy on that side of the campus and not readily available to the
39 CDC. Johnson added that if we go to six hours, it may not be too long before we are asking for 8
40 hours which would turn into a fulltime position. We have been making positive additions to our
41 security systems and procedures that continue to provide increased safety for our students and
42 employees. The committee requested that we continue this year with the four hours per day
43 decreasing the budget by approximately \$14,000. They also noted that would not mind the
44 amount be used for other CDC student/program needs.
45

46 It was announced that there will be an appreciation dinner put on by our Culinary program for our
47 board members on Monday, December 17th. The menu will be available soon.
48

49 Supt. Lawler then demonstrated how a device recently purchased for our Building Trades
50 program is truly an injury preventing tool. This "Saw Stop" can be placed on an electric sawblade
51 to sense if a live appendage is near enough for an injury. It immediately jams the blade and
52 shuts the saw down. A very impressive, rather inexpensive addition to install on any potentially
53 serious sawblade. All present were duly impressed and supportive of this minor piece of
54 equipment.
55

56 There being no other business, the committee adjourned at 3:55PM.