

1 **Southwest Vermont Regional Technical School District (SVRTSD)**
2 **Finance Committee Meeting Minutes, Monday, December 18, 2013, Noon**
3 **RGB members present-Jim Boutin, Katie Bourn and Rickey Harrington**
4 **CDC represented by Supt./Dir. James Culkeen, Mike Lawler, Asst. Director and Business**
5 **Manager, Stephanie Mulligan**

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7 **Recorder: Sandra Redding**

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9 **Committee members arrived and proceeded to the Culinary Arts program classroom for**
10 **lunch. Meeting opened at 12:30 PM with Supt. Culkeen giving a summary of the**
11 **paperwork handed out. In this work session, the program costs are inclusive as a whole;**
12 **no separate line items identified. He mentioned that salaries for faculty alone add up to**
13 **nearly 1.1 million dollars. Total program costs increases could be 5.15% over last year.**
14 **To get that figure down to 4%, an additional \$40,000. would have to be cut. The**
15 **administration, business manager and faculty have been diligently working on this.**
16 **Discussion ensued concerning the IT needs of the programs and building. Several paths**
17 **were discussed and cost factors related. Leasing computers for some rooms and**
18 **upgrading servers as to best practices were topics discussed.**

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20 **The time is near as to making decisions regarding programs and enrollment. There are**
21 **specific deadlines that need to be met as far as the budget goes and also, involving**
22 **faculty/programs for the coming year. There needs to be a stronger effort to curb**
23 **spending. Retirement deadlines are near and that may affect the budget as well.**

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25 **After careful consideration and much discussion, the committee voted to support a 3.6%**
26 **increase to the budget. This will enable the Center to continue offering the many strong**
27 **and viable programs sought by the students in our communities. Motion was made by**
28 **Rickey Harrington and seconded by Katie Bourn.**

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30 **Meeting adjourned at 1:30 PM.**