

Monadnock Regional School District
Finance/Facilities Committee Meeting Minutes
April 28, 2020
ZOOM Virtual Meeting, Swanzey, NH

Members Present: Winston Wright, Betty Tatro, Colleen Toomey, Dan LeClair, Scott Peters. **Absent:** B. Bohannon and Eric Stanley.

Also Present: L. Witte, Superintendent, Janel Morin, Business Administrator, Lisa Steadman and Laura Aivaliotis, Recording Secretary

1. **Public Comments:** There were no public comments.

2. **Election of Committee Chair: MOTION:** C. Toomey **MOVED** to elect B. Tatro as Committee Chair. **SECOND:** W. Wright. **VOTE:** Unanimous for those present.
Motion passes.

3. **Committee Charter:** S. Peters prepared the Committee Charter draft. He said he was not able to find a charter for either the Finance or Facilities Committee. S. Peters read # 1 of the charter. S. Peters explained while reading the minutes he read that the Finance committee would listen to the reports of J. Morin. K. Barker, the architect also directed the Facilities Committee. S. Peters felt there is not a great need for a Finance Committee to listen to reports. W. Wright explained in the past the Finance Committee would give recommendations to the Board. J. Morin explained in the past the key roles of the committee was to review the transfers but she has been concerned the committee has not met. She did not bring anything today after looking at the agenda. She is concerned that the Board is not hearing the information from the committee. It was commented that the review of large purchases and approving account transfers is not a function of this committee. The Board can approve at a regular meeting. W. Wright and C. Toomey felt that #2 was well worded. **D. LeClair arrives.** B. Tatro read #3 of the charter and asked if this is something the administration will bring to the committee. C. Toomey and W. Wright said this is okay and necessary. S. Peters explained in # 4 of the charter there are 4 or 5 policies in Book F. This has been an ignored component. This is so the Policy Committee will not have to review and update all of the policies. C. Toomey and W. Wright agreed with that. B. Tatro and D. LeClair are happy to be involved in the policy changes. W. Wright explained the Finance

Committee would meet every other month. The committee asked about inviting D. LaPointe to the meetings to report on facilities. J. Morin explained he typically does attend. He reviewed the agenda and felt he was not needed. He does have interest in attending the meeting and being involved in the CIP we are drafting. J. Morin explained the Policy Book F is for facilities and the Policy Book D is for finances. The committee might take ownership of that as well as Policy Book F. The policies should go from this committee to L. Witte, back to this committee and forward to the Policy Committee.

MOTION: W. Wright **MOVED** to approve the Finance/Facilities Committee Charter as presented and to forward to the full Board for approval. **SECOND:** C. Toomey. **VOTE:** Unanimous for those present. **Motion passes.**

4. Committee Goals for 2020-2021: S. Peters presented a draft of goals for the committee to review. The goals are related to the feasibility study and option 5 which was put before the voters. The work we did last year needs to be fine-tuned. Do not give up. It is the right direction. Goal #1 By August 1st: Evaluate next steps in the plan to update or replace the district's elementary schools. Evaluate state funding status and opportunity. Provide a recommendation to the full Board. The committee would agree with #1. C. Toomey commented that all of the work we did last year needs to continue. Something needs to be done. L. Witte will send the videos and documents to D. LeClair and M. Connor regarding the Feasibility Study and the presentations. S. Peters said the first goal is to have a recommendation by August 1, 2020. He commented this committee may need another meeting to meet that goal. To keep our current buildings will cost thousands. S. Peters asked was Option 5 the right choice for the voters. D. LeClair suggested 1 building at a time. W. Wright said not to give up we need to bring something a different approach. J. Morin commented that the reason for both at the same time is because of the number of communities. We wanted to show we know the needs of all of the schools. It was commented that a bond last year would have been voted down. S. Peters said it is not written in the goal but in the back of our minds we have the 3 contracts. Goal #2: By October 1: Based on the board's response, document the x-Year capital improvement plan in both timeline and written format. In goal #2 being presented the committee would recommend a 5-year CIP. and add the wording "and consider the upcoming CBA" Goal #3 By November 1: Present the documented plan to the Budget Committee for consideration. This presentation is separate from the annual joint meeting of the Budget Committee and full School Board. B. Tatro said goal #3 is a good move personally. She would suggest the Budget Committee member sit in

on these meetings. S. Peters would suggest a standing agenda item to the Budget Committee. B. Bohannon is the Board rep. to the Budget Committee and we can ask him to share the minutes. Goal #4: By December 1: Factoring the Budget committee's response, create talking points for the CRC Committee. C. Toomey said #4 is very important because everything got so rushed. S. Peters said the CRC has to be informed at the November meeting. B. Tatro agrees completely. L. Witte did a great deal of work. She was able to get the word out. W. Wright asked how much does the Board have for advertising. J. Morin explained the Board has an advertising budget set at \$10,000.00 for each year. S. Peters explained the CRC will be meeting next week and his hope is that they will take similar goals and move aggressively. Goal 5: Through March 2021: Assist the CRC Committee in broad-based communications and interactive sessions to drive the warrant articles associated with year 1 of the written plan. S. Peters commented on Goal 5 he said it will take a lot of time by this committee and the School Board. If they are passionate regarding the communication of the warrant article. W. Wright suggested getting the community involved. S. Peters suggested asking L. Witte and J. Morin if the goals are right and is it the right time with everything going on. L. Witte said yes it is appropriate. S. Peters commented it may not be the year. Maybe a less aggressive plan. B. Tatro commented no matter what it will be a huge effort to pass a bond. **MOTION:** D. LeClair **MOVED** to accept the goals as presented and forward to the full Board for approval. **SECOND:** W. Wright. **VOTE:** Unanimous for those present. **Motion passes.**

5. Recommend S.M.A.R.T Goals for full Board for 2020-2021: S. Peters provided a S.M.A.R.T goal draft for the committee to review. The committee asked for it to be date specific. By October 1, 2020 document a multi-year CIP and create/re-create a warrant article for the first year of the plan. By December 1, 2020 provide the Budget and CRC Committee with detailed presentation materials and talking points. Secure Budget Committee endorsement for the plan prior to the Deliberative Session. W. Wright commented this will be a lot of work. S. Peters commented it will be challenging with B. Tatro and W. Wright being on the Negotiations Committee as well. This is a full Board discussion. There are a few members to help carry the load. E. Stanley and B. Bohannon are part of the committee. **MOTION:** W. Wright **MOVED** to accept the S.M.A.R.T Goal as presented, edited by the committee and to forward to the full Board for approval. **SECOND:** C. Toomey **VOTE:** Unanimous for those present. **Motion passes.**

6. **Setting next meeting's date, time and agenda:** May 12, 2020 at 6:00 PM.

7. **Adjourn: MOTION:** W.Wright **MOVED** to adjourn the meeting at 7:54 PM.

SECOND: C. Toomey **VOTE:** Unanimous for those present. **Motion passes.**

Respectfully submitted,

Laura L. Aivaliotis

Recording Secretary