

Budget and Warrant Sub-Committee Meeting Minutes

08/29/2018

Conference Room (2nd Floor)

Emerson School

50 Mechanic Street

Bolton, MA 01740

Subcommittee in Attendance: Alise Crossland (L), Lorraine Romasco (B), Stephen Rubinstein (S)

Administration in Attendance: Brooke Clenchy, Patricia Marone, Todd Maguire

I. Call to Order

Stephen Rubinstein called the meeting to order at 5:01 pm.

II. Citizen Comments

None

III. New Business

Review Monthly Financials

Ms. Marone provided a review of the schedule for final year end reports; as the grants run through August, the final year end reports will not be complete and ready to review by B&W until the next meeting 9/12. The subcommittee and Ms. Marone discussed a schedule for review of monthly reporting going forward, with the end of previous month's reports being ready for review by the 2nd meeting of the following month.

Ms. Clenchy provided a brief overview of the projected end-of-year E&D numbers that she would be presenting in the full SC meeting Superintendent's update. Full updates and final numbers will be shared at future meetings as more information comes in. Ms. Romasco recommended including a repeat explanation of E&D to help community members better understand the purpose of E&D funds.

IV. Old Business

Update of Meeting Schedule for B&W

Due to scheduling conflicts, the subcommittee has updated the B&W meeting schedule to fall at 5 pm on the day of each full School Committee meeting.

V. No Correspondence

VI. Consent Agenda

Meeting minutes from previous meeting to be reviewed and approved at 9/12 meeting.

VII. Items to be Considered for Future Agendas

- Review of warrants
- Treasurer's report for June
- Year-end reports
- End of month reports for July and August
- Superintendent/Business Manager updates

VIII. Adjourn

Ms. Romasco moved to adjourn at 5:28 pm. Motion seconded by Ms. Crossland. In favor: Stephen Rubinstein, Lorraine Romasco, Alise Crossland. Voted and passed. Unanimous.