

**EAST LYME BOARD OF EDUCATION**  
**East Lyme, Connecticut**

**MINUTES OF**  
**FINANCE, FACILITIES AND OPERATIONS COMMITTEE MEETING**

Monday, February 28, 2011  
Room B100, East Lyme High School  
6:30 p.m.

Members Present: Beth Groeber (Vice), Tim Hagen, Rich Steel, Kevin Seery (arrived 6:50)

Members Absent: Marlene Nickerson (Chair)

Administrators Present: Dr. James Lombardo (Superintendent), Don Meltabarger (Business/Facilities Director)

The meeting was called to order at 6:34 p.m.

1. **Elect a Committee Chair** --

Marlene Nickerson will serve as Chair and Beth Groeber will serve as Vice Chair.

2. **Develop Agenda Topics for March 14, 2011 FFO Committee Meeting**

The committee had some general discussion around the results of the feasibility study report by Kaestle Boos. Jim clarified for board members that Kaestle Boos were directed to not include the Athletic Complex and surrounding parking lot areas as this had been previously covered in the architectural survey work. More information regarding the survey responses as part of the feasibility work conducted by Kaestle Boos was requested.

Agenda topics for March 14, 2011 include:

All FFO members should be prepared for a rigorous discussion of the Feasibility Study report results. Jim will lead a group of administrators in likewise doing a thorough review of the report and will present their overall assessment to the FFO on the 14th. The goal is to come to agreement on short term immediate facility needs and to begin to structure how longer term facility decisions will be made.

The meeting was adjourned at 7:00 p.m.

Respectfully Submitted,

*Elizabeth Groeber*

Elizabeth Groeber  
Vice-Chair