

East Lyme Board of Education - East Lyme, Connecticut
Finance, Facilities, and Operations (FFO) Committee
Meeting Minutes

FILED IN EAST LYME
CONNECTICUT

May 1, 2014 AT 11:30 (AM/PM)
Testina Blair
EAST LYME TOWN CLERK

MEETING DATE: Monday, April, 28 2014

LOCATION: Room B100, East Lyme High School

ATTENDEES: Al Littlefield (Co-Chair), Pam Rowe (Co-Chair), Barbara Senges, Brian Reas (Assistant Superintendent for Special Education and Pupil Personnel), Don Meltabarger (Business/Facilities Director), Linda Anania (Flanders Elementary School Principal), Dr. David Miko (Lillie B. Haynes Principal), Melissa DeLoreto (Niantic Center School Principal), Mike Susi (East Lyme High School Principal)

Committee meeting was called to order at 6:00^{PM} by Al Littlefield (Co-Chair).

MEETING CONDUCT

1. Discussion: FY 14 Budget Update as of 03/31/2014 --

Don Meltabarger, Business/Facilities Director, stated that to-date, that because of the colder spring, we are still incurring fuel expenses. This has caused the District to use approximately \$67,000 of the Instructional Resources line item – the \$379,000 that was frozen at the beginning of the school year and would have normally been unfrozen in the January time frame. In light of the freeze still being in force, the school principals are working through their expenditure priority lists. As we approach the end of the school year, it is anticipated that there will be budget transfers to review at the next FFO meeting.

2. Discussion: Continued Discussion of Revenue Accounts --

Don Meltabarger provided the Committee with a detailed description of the Revenue Accounts as was requested. Each of the school principals, in turn, walked the Committee through each Revenue Account line item and provided additional explanation.

The only items that need to be resolved were the retained Kindergarten Enrichment Program (KEP) Revenue Accounts that need to be removed and the funds transferred to other Revenue Accounts within each school.

4. Discussion: Update on FY14 Capital Project Completions --

Don Meltabarger presented the Committee an update on those Capital Improvement Projects that have been completed during FY14. The items completed included the High School gymnasium bleachers, the fire sprinklers for the High School A-wing, and beginning May 5 the High School gymnasium floor (that was damaged by a water leak) will be refinished (with the cost borne by our insurance carrier) and the floor should be ready in about six weeks (in time for an indoor high school graduation if so dictated by the weather).

5. Discussion: Update on High School Baseball Field --

Don Meltabarger informed the Committee that the High School Baseball Field water problem is corrected and the field was available for use on opening day of baseball season. Further upgrades to the center field portion of the field will be addressed in the near future.

6. Adjournment - The meeting was adjourned at 6:45^{PM}.

Respectfully Submitted,

Albert L. Littlefield

Albert L. Littlefield, Co-Chair

Pam Rowe

Pam Rowe, Co-Chair