

To: Patrick O'Sullivan - Town Clerk
From: Mary Shaw - OBOE
Date: 3/31/21



Finance Sub-Committee Meeting Minutes

Monday, March 15, 2021

Present: Jeff Cap, Bill Kraut, Sue Riccio, Ken Vitelli, Vince Scarpetti, Mr. Gray, Ms. Koch

AGENDA

1. Call to Order

6:20 PM by Susan Riccio

2. Public Participation

None

3. Review January 2021 Expenditures

There wasn't anything to note for the month January.

4. Review January 2021 Profit & Loss

No updates...

5. Review February 2021 Expenditures

Discussion of how the new reports are run and viewed. Clarification was made. The percent column represents what was spent year to date.

Health insurance looks like we overspent, this is due to the way munis reports in the new accounting system. Transportation line is over budget due to additional transportation that are needed. Ms. Koch is monitoring this line item. Building maintenance items are showing over because we have zero budget for that line item. Curriculum is showing over budget and being monitored.

6. Review February 2021 Profit & Loss

District telephone line item is showing at 115%. Ms. Koch will look in to why this is over. There are many charges that will go against the Coronavirus Relief Fund (CRF) line. This is a reimbursement from the state. Some of these items are facemasks, gloves, plexiglass and web cameras. 21st century program has line items changes due to correction of an error.

7. Cafeteria Update

Food services are showing at 80 to 85% over.

8. Audit Update

An explanation was given regarding the YTD actuals column. The full yearly audit is completed.

9. Munis Update

Munis is going well and there are just a few little tweaks here and there. If there are any upgrades Munis will automatically install them as part of the contract.

10. 21st Century Update

There have been a couple of additional students that have joined 21st Century.

11. Adjourn

6:51 PM by Susan Riccio