

**MINUTES OF THE REGULAR SEPTEMBER MEETING OF THE BOARD OF
EDUCATION'S BUSINESS AND FACILITIES COMMITTEE
Thursday, September 10, 2015**

Chairman Paul Checco called the meeting to order at 5:35PM

Members in attendance were Chairman Checco, Tara Learner and Steve Harding (at 7:00PM). Also in attendance were Board Chair Scott McCarthy, Superintendent John Barile, First Selectman Bill Tinsley, Board of Finance Chair Phil Kurtz, Facilities Director Tom Tibola and Accounting Supervisor Joan Reynolds.

There was a Public Comment portion of the meeting; nobody from the public choose to speak.

Chairman Checco moved that item IV (a) be moved ahead on the agenda; Ms. Lerner seconded.

Representatives of Blum Shapiro & Co., PC made a presentation regarding a proposed Financial Operations and Controls Assessment; a plan to transition to the Uniform Chart of Accounts and a proposed transition plan for the BOE to move to MUNIS. A good discussion took place; with many questions and answers. Blum Shapiro left the meeting with three open items; (1) develop a list of people that those in attendance can call for references (2) estimate costs for phases II and III. Estimate the amount of staff overtime or external staff effort that will be required to implement the project.

Al Cameron provided the Committee with a "Preliminary, unaudited financial statement for the school year ended June 30, 2015 and a YTD Object Summary for July 1 thru August 31, 2015. Both financial statements were reviewed and discussed. The Over \$1,000 Report was also provided, together with the complete check registers for July and August.

Under Old Business Tom Tibola reported on the CES water damage project, the Summer project list, and back to school activities. He reported that the contract documents for the BHS roof were received from architect Joe Fuller; the emergency repairs to the BHS auditorium and state roof are moving forward. Mr. Tibola also reported on School Dude; noting changes in the number of open items, the new process for opening items and the number of items that are currently open.

Under New Business Mr. Cameron shared a proposed 2016-17 budget building calendar. A constructive discussion took place around the budget building process.

The meeting adjourned at 7:28PM.

Respectfully submitted,

Allan Cameron
Secretary