

Brookfield Board of Education
Finance Committee
Minutes - Special Meeting, Monday, August 12, 2019

Members Present: Bob Belden and Colette Sturm. Also present were Superintendent Dr. John Barile, Business and Operations Director Ken Post, Accounting Supervisor Joan Reynolds, and Town Controller Marcia Marien

Call to order: Meeting called to order at 5:32PM by Mr. Belden.

Public Comment: None

Board of Education Financial Reports

Preliminary Year End Financial Report: Mr. Post reviewed the preliminary year end financial report and the variances from prior forecasts.

Check Registers: The committee reviewed the check register and discussed payments to several service providers.

Old Business:

2019-2020 Budget: Mr. Post reported that although it is early in the year, there are no significant variances to report.

Online Payment Option for Parents: Mr. Post informed the committee that online payment option went live today and parents are already making payments for Chromebooks and parking permits.

Transportation Contract Bid: The Committee discussed the possibility of negotiating a two year extension with our current transportation provider. Given the unknowns about start times and accessibility at the new school, the Committee agreed that it would not be possible to write valid bid specifications for a new 5 year contract. They instructed Mr. Post to discuss this with the bus company prior to asking the Board to waive it's bid policy.

New Business:

Miscellaneous Discussion:

The Committee asked Mr. Post to give an update on the Student Activity Funds at its next meeting.

The committee discussed Non Lapsing Fund policies. Mrs. Marien offered to draft a document that would contain the essential elements of the Board of Education's policy and the Board of Finance's resolution.

Mrs. Marien reported to the Committee about the joint Town/BOE Munis training session she organized under the name of Fun Finance Friday.

Adjournment: 6:30PM

Respectfully submitted,
Kenneth J. Post
Director of Business Operations