

**Brookfield Board of Education**  
**Finance Committee**  
**Minutes - Regular Meeting, Monday, December 10, 2018**

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

**Call to order:** Meeting called to order at 5:40PM by Mr. Belden.

**Public Comment:** None

**Board of Education Financial Reports**

**November Financial Report:** Mr. Post reported that the budget variances were very similar to the prior month's report.

**Check Registers:** The committee discussed the check register including questions about Amazon and Stadium Systems.

**Old Business:**

**Special Education Transportation:** Mr. Post reported on the 5 largest variances in the Special Education Transportation budget.

**2019-2020 Budget:** Mr. Post reported that he had received budget questions from one Board member so far. The Administration intends to respond to all questions by the end of the week. Mrs. Laden asked if the status quo budget could be explained more clearly. The committee discussed the planned budget meetings with the Boards of Selectmen and Finance.

**New Business:**

**10 Year Capital Plan:** The committee reviewed the 10 year capital plan. They discussed if and how the Center School projects should be presented on the plan. The 10 year plan will be discussed at the next Board of Education meeting.

**Miscellaneous Discussion:**

**Non-Lapsing Fund:** Mr. Belden explained the history of the Board of Education requesting the establishment of a non-lapsing fund from prior year budget surpluses. The committee agreed that a request to establish a fund based on last year's budget surplus should be made in December.

**Adjournment:** 6:37PM

Respectfully submitted

Kenneth J. Post  
Director of Business Operations