

## **BOARD OF EDUCATION SUBCOMMITTEE**

### **BUDGET & FACILITIES MEETING Meeting Minutes**

**August 6, 2012– 8:30 a.m.  
Daly Annex Building**

Attendance: Robert Ryan, Alan Baer, Vernon McDermott, Mary Callahan, Jim Ristano.

#### Discussion Items:

1. Chair—not yet determined.
2. Date of future meetings—one week before Board of Education meetings.  
Ms. Callahan will send a tentative meeting calendar to the committee.
3. Update on Roof Project:
  - A) Discussion of:
    - Committee
    - Timing
    - Scope
    - Comparison with community members' worksheet
    - Agree on specifications
    - Owner's rep—hourly
      - Hire a firm/individual
      - RFP—scope
      - BOE decision
4. Clarification needed on change order versus allowance for drainage project
5. Legal Expenses 2010-2011 and 2011-2012
6. Information booth—design
7. FM controls—multiple steps in payment verification
8. Verizon costs (43 people) cell phones
9. 2013-2014 Budget:
  - Discussed Assumptions including retirement of staff
  - What would be included at various amounts of levy increase, i.e., @ 3%, 4%
10. Value of refinance/process
11. Facilities policy/rates/form
12. Health Insurance—actuarial

The next Budget & Facilities Committee meeting is scheduled for August 28<sup>th</sup> at 8:30 a.m.