



FINANCE COMMITTEE MINUTES

Thursday, January 6, 2022

8:30 a.m.

Committee Members: Dr. Camille Cerciello, Chair
Carol Hample, Thomas Wallace

Administrative Staff: Dr. Jonathan Hart, Superintendent
Jason Bohm, SBA/Board Secretary
Donald Race, Facilities Manager

Guests: William (Bill) Colantano (BKC CPAs)
Jonathan Weiss (BKC CPAs)

1. **2020-2021 Audit Results** - Presented by BKC, CPAs - Mr. Colantano and Mr. Weiss reviewed audit results including revenues, expenditures, fund balance, and enrollment data. Excellent news in all categories. No recommendations were made. They emphasized that our district is financially sound and consistently managed in a cost-effective manner. Commendable job Jason Bohm and Dr. Hart.
2. **2021-2022 Capital Projects**
 - a. TBS sewer blockage Project completed. New clean-out and access panel installed.
 - b. HVAC controls - RMS, WHS, TBS - Upgrades recommended, providing remote access to the system. Most of the cost is supported by grant money. Committee agreed to move forward.
 - c. Other maintenance/IT projects - Final inspections on HBS roof project. Stair tread replacement at RMS delayed due to supply chain issues, still planning kindergarten walkway to playground at TBS, continuing painting projects at WHS.
3. **Security Measure - Door Stops** - On-going conversation regarding safety and security measures. Discussed door stops similar to a deadbolt concept. May help in an emergency but raises other potential safety concerns. Safety and security team will review.
4. **Readington Township ARP Committee Meeting (December 16) - \$1.7 M**
 - a. Cell service and emergency response coverage (primarily RMS / HBS) - Discussion whether or not to move forward with these suggestions... agreed these upgrades would be worthwhile for our schools
 - i. In-buildings through repeaters or other devices
 - ii. Outside building through cell tower
 - b. Shared service/partnership on transportation - Discussion regarding how to maximize this service utilizing our bus drivers and providing an additional incentive for them. Will receive further clarification.
 - c. Recreation / summer camp scholarships - to possibly make available to low-income families
 - d. Mental health services - sharing of ideas and programs we have implemented
5. **Payroll Software - Electronic Timesheets** - Utilized for overtime hours and any special pays. Training necessary. Cost-effective. One-time cost of \$4,000 and monthly support of \$185. May pilot this program in spring.

6. **Lindsay Salaj / Transportation Recognition** - Holiday gifts were delivered to over 50 students and their families in our town. An amazing effort supported by many people. Lindsay and transportation members will be recognized at the next board meeting.
7. **Finance Agenda Items** - Audit results, proprietary software / HVAC controls
8. **Bills List**
9. **Next meeting is planned for Friday, January 28, 2022, at 8:30 a.m.**