



## FINANCE & FACILITIES MEETING MINUTES

Friday May 10, 2019 at 8:30 a.m.

Committee Members: Ray Egbert, Chair  
Laura Simon, Carol Hample, Tom Wallace

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

### 1. 2019-20 Capital Projects - Vestibules

The construction “kick-off” meeting is planned for May 15<sup>th</sup>. The construction is still planned to begin the week after the current school year ends.

### 2. Visitor Management System

The Committee reviewed two additional systems and the survey results from other school districts. The Committee expressed preferences related to the District’s current software. Mr. Race is to confer with Jim Belske and recommend a system. There is no Committee recommendation currently.

### 3. TBS Condensate Tank

A new tank was budgeted for \$20,000 however the current quotes are approximately \$37,000. This is mainly attributed to an increased cost in materials. A resolution is recommended to increase a capital reserve withdrawal of \$25,000 to cover the purchase a new tank. The Committee is recommending approval of this resolution.

### 4. Budget

- a. The Committee reviewed the Budget Postcard and recommended a few changes. The postcard will now be reviewed by the Policy and Communications Committee.
- b. The Budget presentation to the Township Committee is tentatively scheduled for June 3<sup>rd</sup>.

### 5. Finance Agenda Items

Items will be standard items. Two items to note are resolutions for Maschio’s Food Services and transportation services with ESC and Somerset. Three resolutions for Maschio’s will continue the food services with the standard CPI increase. The two resolutions for ESC and Somerset will continue transportation services for routes that the District or Branchburg cannot handle. The Committee is recommending approval of these items.

### 6. Bills List

The List contains standard items.

### 7. Next meeting is planned for July 10<sup>th</sup>, 2019 at 10:00 a.m.