



FINANCE COMMITTEE MEETING MINUTES

Thursday, May 25, 2023

9:00 a.m.

Committee Members: Dr. Camille Cerciello, Chair
Carol Hample, Michele Mencer, Justina Ryan

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

Special Guest: Lee Nestle & Bruce Walsh, CBIZ Insurance

1. **General Liability / Property / Auto Insurance** - Presentation by CBIZ Insurance - Our insurance brokers presented options available to us. Although final quotes are not yet available, we likely have narrowed down our options to either our current insurance company, SAIF (School Alliance Insurance Fund) or NJSIG (New Jersey Schools Insurance Group). We will make the final decision after we receive a final rate increase from each of these 2 companies.
2. **2023-24 Significant Capital Projects Update**
 - a. RMS Roof / HVAC - Still working on architectural designs. Roof will likely be completed this summer. Probably will not be installing HVAC equipment until spring of 2024.
 - b. Elementary Bathrooms - Due to inflation, costs may be higher than anticipated. We have not yet received final numbers. We will reassess when all quotes are in.
 - c. Solar - still waiting for RFP (Request for Proposal) from architect. May have this in the next several months.
 - d. TBS Boiler - Still negotiating with companies to match the lowest number to fix the boiler.
 - e. IT Projects - In progress, more detail to follow
 - i. Phone System / Video Camera Systems
 - ii. Core Switches
3. **Budget Presentation to Township** - Tentatively June 19, 2023
4. **Finance Agenda Items / Bills List** - Legal settlements, standard annual June resolutions (*professional services appointments, reserves deposits, change orders, transfers, bills, etc.*), surplus auction, voiding checks, RTEA agreement, IDEA / ESEA grants (*summer*), capital project resolutions (*summer*), architect solar fee proposal (*summer*)
5. **Next meetings are planned for:** Thursday, July 6, 2023 at 9:00 a.m. and Wednesday, August 16, 2023 at 9:00 a.m.
Tentative Topics: cell tower, solar fee proposal, solar RFP, capital projects, breakfast programs, RMS main office, McKinney-Vento students, security plans