



FINANCE COMMITTEE MEETING MINUTES

Friday, April 21, 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

1. **Health & Dental Insurance** - Discussion regarding whether or not to renew with Amerihealth with a 9% increase. Although we would have preferred a lower increase, it was the lowest increase offered and it's advantageous to stay with same health coverage. It was agreed to renew with Amerihealth and continue exploring options next year.
2. **Night Custodial Bid Results** - All Clean Building (ACB) is lowest bidder for 2 year base contract - It was agreed that we would accept the ACB bid for the night custodial contract. This bid came in under budget so we will save some money. Our current staff will be hired by ACB. This should be a seamless transition.
3. **Budget Update** - No major changes to proposed budget
 - a. County Office Review - Minor changes except shift from Fund 12 to Fund 30 for SDA projects
 - b. April 25 - Vote by BOE on final budget
 - c. May - Publication in newspaper on budget
 - d. May/June - Presentation to Township
4. **Proposed Bus Driver Guide (Revised) / Branchburg Settlement** - Proposed salary guide addresses issues by combining steps 1-6, extending guide to step 16 and financial adjustments are equitable.
5. **2023-24 Significant Capital Projects Update**
 - a. RMS Roof / HVAC - RMS roof should be completed over the summer. HVAC will be in place by spring of 2024 due to supply chain issues.
 - b. Elementary Bathroom - work should be completed over the summer.
 - c. Solar - waiting for plans from architect
 - d. TBS Boiler - waiting for a resolution regarding repair issues
 - e. IT Projects - all projects on schedule. Hardware will likely be installed over summer, software updates will be on-going throughout the school year.
 - i. Phone System / Video Camera Systems
 - ii. Core Switches
6. **Finance Agenda Items / Bills List** - Budget resolutions including tentative tuition rates, night custodial bid award, bus driver guide, health & dental (May), capital project resolutions (May)
7. **Next meetings are planned for:** May 25, 2023 at 9:00 a.m and **July 6, 2023 at 9:00 a.m.**

Tentative Topics: General liability insurance renewal presentation from CBIZ, Maschio's renewal and meal pricing, solar fee proposal, solar RFP/committee, capital projects, breakfast program (June/July), security plans, TBS boiler update, transportation, cell tower