Concord School District
Finance Committee Meeting Minutes
FY 2009-2010

School Board Committee: Finance Committee
Date: October 26, 2009
Committee Members Present: Laura Bonk, Chair, Jack Dunn, Chris Casko, Clint Cogswell
Other Board Members Present: Kass Ardinger, Jennifer Patterson, Kevin Fleming
Administrators: Chris Rath, Rob Prohl, Michele Croteau, Matt Cashman

The meeting was called to order at 5:35 p.m.
Chair Laura Bonk opened the meeting, requesting a motion to go into a non-public session in order to discuss a contractual matter that could lead to possible litigation. The motion was made, seconded and the vote was unanimous, 4 to 0, to go into a non-public session. Ms. Bonk stated that the Finance Committee meeting would continue after the non-public session.

Chair Laura Bonk reconvened the meeting at 6:08 p.m. Finance Committee member Chris Casko motioned to come out of non-public session, which was seconded and followed by a unanimous, 4 to 0, vote to come out of non-public session. Mr. Casko motioned to seal the minutes of the non-public meeting, indicating that not sealing the minutes would defeat the purpose of having a non-public meeting. The motion was seconded and the vote was unanimous, 4 to 0, to seal the minutes of the non-public meeting.

Ms. Bonk reviewed the agenda items: the tax rate setting, the unreserved fund balance and the wellness rebate. Ms. Bonk then turned the meeting over to Business Administrator Michele Croteau to begin the discussion on the tax rate setting.

Ms. Croteau related that she had spoken with the City of Concord Finance Director Jim Howard who stated that the number for the tax rate setting will not be available until Wednesday morning, October 28, 2009. Mr. Howard was, however, able to give an update on the assessed valuation, which is currently projected to decrease between 6% and 10% due to market changes even though there was real growth around 0.47%. The City’s position is that if the amount projected to be raised for taxes is not changed, even if the tax rate increases, there will be no effect on taxpayers due to the decreased assessed valuation. Ms. Croteau cautioned the Finance Committee that the assessment decrease may or may not have an affect on the budget as the final figures, as stated, are not completed.

Ms. Croteau reviewed the allocation of the $2.4M in unreserved funds of which 52%, or a little more than $1.2M, was proposed to offset the tax rate in the FY 2009/2010 Budget, leaving a little less than $1.2M in the unreserved fund balance. The breakdown of the $1.2M unreserved fund balance was comprised of approximately $823,000 to the Purchase/
Renovation Fund, $300,000 into the Building Repair and Maintenance Fund and $40,000 reinstated to the General Fund for the Furniture Budget.

The Finance Committee decided to postpone the vote on the allocation of the unreserved fund balance to the November 2, 2009 Finance Committee Meeting, which will be held before the Public Hearing that same evening.

Ms. Croteau handed out copies of the November 1, 2004 and November 13, 2006 Board meeting minutes, showing the language of previous votes regarding the creation of the Repair and Maintenance of School Buildings and the Facilities Purchase and Renovation Expendable Trust Funds. The language of these votes will help the Finance Committee with future expense decisions.

Ms. Croteau addressed the last item on the agenda, the wellness rebate, and distributed charts and explained the rebate’s calculation. Ms. Croteau stated that only those employees who are current employees and whose collective bargaining agreement contains the wellness rebate will receive the rebate. Ms. Bonk stated that a lot of staff hours are spent on the administration of health care and asked if the administrative costs of the District were already included or could be included in the wellness rebate calculation. It was suggested to review the arbitration decision of each collective bargaining agreement.

Chair Laura Bonk asked if a buffer is built into the Medical and Risk Management Reserves should a number of catastrophic illnesses occur during a school year. It was recommended to consult with counsel on this matter.

Ms. Bonk suggested that the recommendations for the Public Hearing be decided at the 5:30 p.m. Finance Committee Meeting on Monday, November 2, 2009. The Finance Committee concurred.

Ms. Bonk adjourned the meeting at 7:50 p.m.

Respectfully submitted,

Laura Bonk, Chair
Michele M. Croteau, Recorder

MMC/srr