

**Guilford Board of Education  
Finance Subcommittee Meeting  
Guilford High School, 605 New England Rd. Guilford CT  
Tuesday October 11, 2011 7:00pm**

BOE Members Present: Keith Bishop, Sue Renner, Bill Bloss, Alan Meyers, and Ted Zuse.  
Chris Moore joined the meeting already in progress.  
BOE Staff Present: Linda Trudeau and Anne Keene

The meeting was called to order at 7:05 by Chairman Meyers.

**1. Act on minutes of September 26, 2011 Finance Subcommittee Meeting**

Mrs. Renner made a motion, seconded by Mr. Bishop, to approve the minutes. The motion carried with Dr. Meyers abstaining.

**2. Review of Monthly Reports- Ted Zuse reviewer of month**

Mr. Zuse was the reviewer for the month and made note of the following expenses:

Under Textbooks, the \$22,000 item is for the acquisition of Algebra Textbooks.

There were three payrolls, not just two in September.

In total, \$74,000 has been expended for McGraw Hill Everyday Math Textbooks.

Under 7/1/11 warrant, there is the first of two payments under a settlement agreement. Mr. Zuse suggested that the Board of Education members be kept informed about legal settlements. Mrs. Trudeau will send Dr. Keene the information on the discussed settlement. Dr. Keene will review the information with Mr. Bloss.

Under Contracted Services on P. 10, Dr. Meyers inquired about services from Jule McCombes-Tolis, Education Consultant in Bridgeport, and Dr. Gordon Weiss. Dr. Keene will report back to the finance subcommittee with more information.

The bill for Guilford Rental Center is for the Guilford High School College Fair.

Hurricane Irene costs will be submitted to FEMA with the town's costs.

Under Prior Year encumbrances, the Sara Blum Smith item is for her registration at a week long institute at Lesley College and it was covered by the Title 1 grant.

Mrs. Trudeau distributed a list of open/cancelled orders. She reported that between \$100,000 and \$150,000 will be returned to the town's general fund. Mrs. Trudeau will have the exact amount at the Board of Finance meeting.

**3. Receive Medical Benefit Financials**

Mrs. Trudeau stated that the medical benefit financials have not been received yet. Mrs. Trudeau or Mr. Potochney will forward them to the members of the finance subcommittee as soon as they are received.

Mr. Zuse requested information on the number of staff visits for doctor appointments. Dr. Meyers mentioned that the slight co-pay increase may not affect the number of office visits.

**4. Old Business**

The financials for the food service program should be available at the next finance subcommittee meeting. The Food Service Director will be in attendance to provide an update on the program.

Mrs. Trudeau mentioned that parents are utilizing the Revtrak system to pay for lunches online.

**5. New Business**

Dr. Keene stated that the October 25<sup>th</sup> Public Forum has been advertised on GCTV, The Anchor, and on the district website. Suggestions on additional places to advertise are welcome.

A motion was made by Mrs. Renner and seconded by Mr. Bishop to adjourn the meeting at 7:30PM.

Respectfully submitted,

Sarah Cooper