

**BFCCPS Finance Committee**  
**Meeting Minutes**  
**3/5/15**

Attendees: Jerry Cimmino, Jennifer Powell, Don Tappin, Joe Mullen, Heather Zolnowski

*8:13 a.m. meeting began*

**Administrative Matters**

- February meeting minutes were reviewed, however, approval vote was not taken as a quorum was not present at meeting

**Discussion of Financial Statements**

- Hot lunch revenue is about \$6,000 under budget for the year. Vendor change is being contemplated.
- Teacher workshop expense over budget due to provision of additional restraint training.
- Substitute expense is close to budget through January, however, will likely end up a few thousand dollars over budget as a result of upcoming maternity leaves.
- Health insurance expense running favorable to budget by about \$20,000. Savings for the year could approach \$30,000.
- Gas & electric utilities projected to be about \$7,500 more than budget for the fiscal year resulting from increase in utility rates and colder than normal weather.
- Facility and building maintenance expenses are about \$11,000 under budget, and favorable variance should hold for the year barring unforeseen circumstances.

**Other Matters**

- Next meeting will be March 20<sup>th</sup> to begin reviewing the FY2016 operating budget. Would like to use this meeting as well as April 2<sup>nd</sup> meeting to establish key budget assumptions (tuition, payroll, capital spending).
- Heather noted that ELA textbook will require replacement in FY2016 at an expected cost of \$50,000 - \$60,000. Science textbook will require replacement in following year.

*8:53 a.m. meeting adjourned*