

**BFCCPS Finance Committee  
Meeting Minutes  
04/25/2012**

Attendees: Jerry Cimmino, Lori Clements, Anna dos Santos, Matt Dunlap, Suzanne Graham, Venkat Krishnamurthy, Dr. Kevin O'Malley, Joe Perna, Heather Zolnowski

*8:15am meeting began*

**FY 2013 Operating Budget Review and Discussion**

- Received new FY13 estimated tuition rate from the DESE of 3%; decided to be conservative and increase our budgeted rate increase to 1,5% (average \$9,636pp)
- Jerry asked if any operational expenses need to be increased due to the new technology; increased electricity expense to \$30,000
- Does the audit expense reflect the current AAF contract? Suzanne will double check
- Depreciation may be high since it assumes all capital items have been purchased by July 1, 2012
- Payroll expense is fully budgeted; includes estimates for new hire salaries; after hiring is completed, there may be some extra remaining.

**Updated Technology Plan Review**

- Discussed the buy vs. lease options in detail; agreed that buying (not leasing) 75 Chromebooks in FY13 makes the most sense (see analysis sheet for details); leasing would allow us to bring in more Chromebooks next year (at a larger multiyear cost), but a slower, phased implementation that confirms the usefulness of the Chromebooks is a much better approach
- Can wait until FY14 to decide whether or not to pay the management fee since the 1<sup>st</sup> year is included in the purchase price
- Reviewed FY12 purchases; Annual Appeal and money from the Dean Bank account may cover the K-1 tablets (\$12,000) and the Gr; 2-3-4 laptops (\$27,000); surplus from FY12 may cover the server (\$5,000), the replacement of staff PC/laptops (\$10,000) and the purchase of MS Office (\$2,500)
- For the next meeting on 5/2/12, need to:
  - estimate surplus amount + Annual Appeal + Dean Bank account amount (\$67,000?)
  - decide what to purchase this year; may need to move some Y1 purchases to Y2 and Y2 to Y1
- Joe passed out a summary of the technology plan that is intended for the Board; reviewed the format; various suggestions made, including putting the plan details under each goal by year.

*9:25am meeting adjourned*