

**WILTON-LYNDEBOROUGH COOPERATIVE
FINANCE COMMITTEE MEETING
Wednesday, April 28, 2021
Remote Meeting
6:30 p.m.**

The videoconferencing link was published several places.

Present: *Jim Kofalt, Brianne Lavallee, Charlie Post, Adam Lavallee, Caitlin Maki and Superintendent Bryan Lane*

The meeting was called to order at 6:30pm.

*Mr. Post nominates Mr. Kofalt to be Chair, SECONDED by Ms. Lavallee.
Voting: 3-0*

There is a discussion about the composition of the committee. It is noted that there was no authorization to have budget committee reps on the committee. Mr. Kofalt will bring that motion to the Board so that there are officially members of the budget committee onboard.

The purpose of the committee was discussed. The purpose of the committee is to “monitor the finances of the district more closely”. How that will happen will develop as the committee works with the new business administrator. There have been no material findings: the School Board needs to ensure that the auditors’ recommendations are addressed. The development of a revenue committee was discussed but it was felt to be outside the charge of the committee.

Meeting schedule was decided to be once a month on the week between school board meetings.

The Superintendent reviewed the status of the business administrator search. The Committee discusses the need for consistency, accuracy and timeliness in report rendering from the BA. The Superintendent was tasked with finding out if the software could export the detail for manifests so that the committee could use that for a more immediate analysis. The committee wanted a better understanding of encumbrances and how they are created. The interactions with this information would begin with the hiring of the new BA. It was mentioned that the Committee could “coach” the new BA on what was needed. The Superintendent suggested that the Committee tell the BA what they needed and to give the BA the opportunity to provide the information.

It was noted that there needs to be a review of school district fiscal policies to ensure that they are up to date and reflect current requirements.

Mrs. Lavallee suggested that the school district and towns communicate more regularly to ensure that budget initiatives could be spread out to limit the large effect on the tax rate.

*Motion to adjourn at 7:56pm by Mrs. Lavallee, SECONDED by Mr. Post
Voting: 3-0*

*Respectfully submitted,
Kristina Fowler for Bryan Lane*