

Meeting 10/16/2019 Joint Meeting between Ways and Means, ASB,
Business Administrator

Attendance: Tom Gauthier, Jeff Candito, Michele Croteau, Kelly Schmidt, Ellen Grudzien,
Christine Grayson, Victoria Parisi

Abby Wallace is scheduling sub committee meetings. Ensure that your meetings have been scheduled as most should be scheduled by now. Michele is trying to attend subcommittee meetings but is out next week ASB Meeting is scheduled for 11/4 but members should know that this date may change

Michele conducted a document overview. The following are highlights:

- Use the Filter View feature to use a filter specific to you without others seeing your filter.
- Changes will be tracked on a sheet showing the bottom line if those changes are included on a future version of the budget. The pending changes will not appear on any other sheet.
- Be very careful not to delete cells. If you accidentally change/delete anything, contact Michele right away to remedy the situation.
- Please use the questions sheet to submit questions. Check questions and answers prior to submitting a new question to reduce redundancy. The Chair should be sure to review the questions to reduce any redundancy.
- To copy sheet to Excel: on Google budget doc go to the sheet you wish to copy, move cursor to the corner between A & 1, right click to copy whole sheet, open Excel, click corner between A&1, "paste special," click "text" then ok, then adjust column sizing
- Notes in the Google Doc are budget assumptions. The budget was built with a 10% health insurance addition, however the cost will be 2.8%.

Timing: W&M report due to ASB at 11/4 ASB meeting ASB on 12/9 ASB meeting will have their budget set to move forward to the deliberative Law requires posting by 12/31.

Ways & Means committee member schedule: Attend subcommittee meetings, meet as W&M committee to discuss findings and opinions, W&M gives feedback to ASB at 11/4 meeting, ASB builds their budget and leaves 11/4 with their budget, W&M meets to vote to support that budget or not.

The role of Ways and Means is to advise and vote to support or not the ASB budget. The role of ASB is to amend the Superintendent's budget to be placed in front of voters. Discussion was had regarding feeling rushed by the timeline after the October ASB meeting

was moved. Attendees want to be sure there is enough time to collaborate and make educated decisions regarding the budget.

Discussion was had regarding changing the scheduling of subcommittee meetings and budget process moving forward.

Actions that should be taken by Ways & Means committee moving forward: Send to Abby when Ways & Means would like to hold their meetings with advanced notice. Abby will schedule it and make public. Submit minutes to Abby to upload to website. Ways & Means should elect a Chair, Vice Chair, and Secretary at next meeting with quorum. Minutes must be taken at all meetings. Any questions for ASB can be directed to Ellen Grudzien or Tom Gauthier, ASB Ways & Means liaisons. This includes copying them on meeting dates.

The quorum of Ways & Means members selected the following as the next two meeting dates prior to the 11/4 deadline: 10/23 and 10/30 at 6pm at the Brick School. Victoria will email these dates and the minutes to Abby Wallace, Ways and Means members, and the ASB liaisons.