

DRAFT

Souhegan Advisory Finance Committee

Approved: [TBD]

Date: 17-Nov-2020

Time: 4pm

Attendees:

- Michele Croteau, Business Administrator
- Joel Gordon, Chair, SAFC
- Daniel Veilleux, SAFC member
- Charlie York, SAFC member
- Peggy Harris, SAFC alternate
- Jeanne Ludt, SAFC member
- Mark Vincent, SAFC member
- Stephanie Grund, Souhegan Cooperative School Board and SAU39 Member
- Michael Berry, SHS principal

Missing:

- John Stover, SAFC member
- Howard Brown, SAFC member
- John Bowkett, SAFC alternate
- There were no members of the public who participated in this meeting.

Call to Order / Welcome and Introductions

The meeting was called to order at 4:18pm, by Joel Gordon, SAFC Chair.

Minutes

Approval of the minutes from the 16-Sept meeting were tabled for a later time, since there was still some confusion about mailing distribution lists.

Budget reports

Michele Croteau summarized the plan for budget approval, noting that an initial report should be ready by November 30.

Joel reminded members that each individual will submit a report for their area of research, and then Joel will summarize in a PowerPoint presentation.

Jeanne Ludt (facilities) was the only member ready to share some of her results. Mentioned that Roger inherited a facility that needs maintenance upgrades. As a result, he is putting in place a 10 year preventative maintenance program. The Souhegan 2.0 proposal being considered by

DRAFT

JFAC (which is separate from the budget proposal) and has yet to be presented to the Souhegan Board mentions four items identified as critical for near term consideration. It will be up to the board to determine which, if any, of the recommended projects to include in this year's budget and how they will be funded.

Right now, the primary effort is to ensure that HVAC is upgraded to handle students and staff during the COVID pandemic.

Other points included:

- Several unexpected expenses occurred, to address COVID needs.
- Four new COVID-knowledgeable cleaning staff members were added but are only temporary.
- Capital reserve fund is put toward the building maintenance fund. This fund will be used to fund a list of items identified by a previous study done by Onsite/Insight.
- Need to create a plan for maintaining, and (when needed) replacing the turf field.

Comments from Michael Berry

The remaining meeting time was spent in a Q&A with SHS principal, Mike Berry.

Adjourn

Meeting was adjourned at 6:10pm