

Bonny Eagle School District

FINANCE-FACILITIES COMMITTEE MEETING MINUTES

Thursday, November 9, 2023/3:00 p.m.

Central Office Conference Room
94 Main Street, Buxton, ME 04093

Present: Kelley Heath
Cindy Meserve (via phone)

Excused: Debra Black
Don Marean, Vice-Chair of Finance-Facilities
John Sargent, Chair of Finance-Facilities

Other: Nathan Carlow, Chair, School Board
Bill Brockman, Business Manager
Clay Gleason, Superintendent
Dawn Pooler, Finance Manager
Adam Thibodeau, Director of Facilities

Meeting Packet link: [Finance-Facilities Meeting Packet 11/9/23](#)

1. Ms. Heath called the meeting to order at 3:13 p.m.

2. **Public Comments**
There were no Public Comments as this time.

3. **Approval of the previous Finance-Facilities Committee Meeting Minutes**

Moved by Mr. Carlow: seconded by Ms. Heath:

To approve the minutes of the October 12, 2023, Finance-Facilities Committee meeting as presented.

VOTED: "Yes," unanimous

4. **Review of A/P and Payroll Warrants and Financial Reports:**

a. Review of the A/P and Payroll Warrants

August warrants: [Warrant Summary October 2023](#)

b. The Top 25 Expenditures were reviewed. [Top 25 Expenditures October 2023](#)

c. Financial Report:

Ms. Pooler reviewed the Financial Report: link to the report is [Financial Report October 2023](#)

Ms. Pooler shared the Miscellaneous Revenues is showing a significant increase due to the higher interest rate that the district is receiving from Gorham Savings. Ms. Pooler also noted that Article 10 – Debt is showing a higher expense for year to date due to the Buxton Center Elementary debt service principal payment that was issued in October.

- d. Mr. Brockman provided the committee detailed expenditures for Capital Projects on pages 16 through 17 of the meeting packet.
- e. Mr. Brockman reviewed the Financial Dashboard on pages 18 to 20 of the meeting packet. Expended year to date is at \$14,646,521 with a percent expended of 24.51%.

5. **Other Finance Discussion Items:**

- a. School Bus Purchase Program: Mr. Brockman provided information on the Maine School Bus Program which can provide funding for the purchase of State approved school bus purchases. The district will be asking for approval for the purchase of 5 buses and the application deadline is 11/25/23. The committee also discussed electric school buses that the State is also offering grant funds for. Mr. Brockman feels the district needs to continue with the purchase of propane buses at this point in time noting additional expenses which are associated with electric buses such as installing charging stations, costly replacement of batteries as well as not having staff trained in the repairs for electric buses.
- b. Review and Approve Budget Advisory Committee membership. The committee reviewed the submitted applications. There are still openings for each category and the committee recommends keeping the application process open in hopes of finding additional members. Mr. Carlow noted that the Chair of the Finance Committee can approve any additional applicants without having to reconvene the whole committee.

Moved by Mr. Carlow; seconded by Ms. Heath

To approve qualified applicants to serve on the Budget Advisory Committee for the 2023-2024 school year.

VOTED: "Yes," unanimous

- c. Review and Approve preliminary Category 30 Per Pupil Allocation to be used in the 2024-2025 Baseline Budget: Mr. Brockman presented to the committee the Business Office's proposed per pupil allocation noting that overall there was only a small increase of \$3,100.00 from the current budget year per pupil allocation. Small adjustments were made to reflect student enrollment numbers in the schools. The total per pupil allocation recommended amount is \$3,134,000.00.

Moved by Ms. Heath; seconded by Mr. Carlow

To approve the presented FY'25 Per Pupil Allocation to be used in the budget building process.

VOTED: "Yes," unanimous

6. **Facilities Update**

- a. Facilities Update – Mr. Thibodeau reviewed his Facilities update [Facilities Update October 2023](#)

7. Other Facilities Discussion/Action items:
No other item discussion at this time.

8. **Adjournment:**

The meeting adjourned at 4:16 p.m.