

**Lebanon Board of Education**  
**Finance Subcommittee Meeting**  
**Lebanon Middle School (LMS) Library**  
**May 16, 2023 – 5:00PM**

**Minutes**

**PRESENT:** Brian Green, Nicole McGillicuddy, Sarah Haynes

**ALSO PRESENT:** Superintendent Andrew Gonzalez, Valerie Belles (Business Manager)

**Call to Order:** Brian Green called the meeting to order at 5:00 PM.

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- I. Long Term Study Updates
  - a. We are awaiting final 2022-2023 financials before we meet again with the BOF.
  - b. Ms. Belles utilized her contacts and found two other companies that do perform studies: NESDEC, and Tecton Architects; giving us possibly three companies to choose from for the study.
- II. Safety/Security Grant Update
  - a. Mr. Gonzalez stated that there was no update. He further stated that there was no mention of a grant award date within the application package. The Superintendent did email the State contact for information.
- III. Emergency Repair/Expense Update
  - a. The second round of technology purchases took place on 11 MAY 2023 (Chromebooks, etc.).
  - b. The water heater has still not been delivered. It appears that the delay is due to the product being produced.
- IV. 2022-2023 Budget Update
  - a. Mr. Gonzalez stated the following:
    - i. Transportation Fuel: Exceeds our budget by \$17,000.
    - ii. Heating Oil: Exceeds our budget by \$88,000 currently, and we'll likely have one more small delivery before fiscal year end.
    - iii. Medicaid: We received \$11,000 more than expected in reimbursement.
    - iv. Even with these additional expenses, we remain within our overall budgeted target. This is because positions were not filled over this school year due to severe shortage of qualified applicants.
- V. Audit
  - a. Ms. Belles stated that they are hoping to wrap up the audit soon.
  - b. We will likely meet with the audit firm in a special Finance Subcommittee meeting when the audit is completed.
- VI. FY 24 Budget
  - a. Mr. Gonzalez stated that since the budget was passed, he has moved forward with staffing the open positions; several of which have been filled already.
  - b. Because of salary, lane, step, etc. of incoming staff, it's difficult to know how we'll end up at this point.
  - c. Healthcare is the other wild card; will the new employee take any offered benefits?

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**VII.** Capital Budget

- a. Mr. Gonzalez stated that he, the administration, and directors are working on a priority list for the capital budget.

**VIII.** Brian Green adjourned this meeting at 5:43PM.

**Respectfully Submitted by,**

Brian Green, Finance Subcommittee Chair