

1 Southwest Vermont Regional Technical School District (SVRTSD)  
2 Finance Committee Meeting Minutes, Monday, June 2, 2014, 3 PM, Assembly Room  
3 RGB members present-Jim Boutin, Kevin Goodhue, Rickey Harrington and John  
4 MacDonald at 3:20 PM

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6 CDC represented by Supt./Dir. James Culkeen; Asst. Director, Michael Lawler; Asst.  
7 Director for Adult Education Marie-Pierre Huguet and Stephanie Mulligan, Business  
8 Manager.

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10 CDC Faculty present: Tim Foley, Jaime Lyn Schmidt, Kristen Towslee, Neal Hogan, Kathy  
11 Slade, Wendy Klein and Bill Swisher

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13 Recorder-Sandra Redding

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15 Kevin Goodhue began the meeting by asking for public comments. Tim Foley asked if  
16 letters had been received and if a reply was forthcoming. Goodhue responded yes, and  
17 that a reply would be given at the full board meeting.

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19 Neal Hogan shared that revenues should be kept in the loop when looking at cutting  
20 expenditures and faculty. Sometimes, cutting staff and expenditures can be detrimental  
21 and counter-productive to the growth of educational programs and FTEs. He hopes that  
22 administration pays close attention to the revenue side.

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24 Supt. Culkeen stated that a little more time was needed because of hiring scenarios for the  
25 coming year. Possible additions to the CDC faculty will affect the budget for yr 2015/2016.  
26 We will not know the exact numbers till we hire.

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28 Business Manager Stephanie noted that we can't quantify numbers yet. The budget is  
29 very tight, so if any unexpected expenses occur, there will be nothing left to roll over for  
30 2016.

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32 Jim Boutin mentioned that the CDC must set aside an amount each year for contingency,  
33 around 2% or \$86,000. This is a line item in the budget. Mulligan will look into more  
34 information on the contingency fund.

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36 Supt. Culkeen added that interviews for the three open are progressing and that would, of  
37 course, affect the budget picture. The committee then discussed several options that  
38 could occur regarding the hires and replacements. Also, the superintendent's new  
39 situation could affect the budget as well. Educator's work very hard for their programs  
40 and the CDC overall and must continue to pursue new ways to attract students and  
41 increase their enrollments numbers.

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43 Other news: the agriculture program teacher has identified a greenhouse that would be  
44 appropriate for the program. The funds would come from Perkins and next year's program  
45 is contingent on receiving an Innovation Grant. The greenhouse would be placed at  
46 MAUMS and some of the set-up work could be done by building trades. The committee  
47 discussed the situation and it was mentioned that this scenario had been brought to the  
48 board previously and approved. It was also stressed that this money at this time is  
49 indeed, from the Perkins grant and will not require additional funds. A motion was made  
50 by Jim Boutin and seconded by Rickey Harrington to purchase the greenhouse as  
51 presented to this committee with placement at MAUMS. The motion passed unanimously.  
52 This will be brought to the full board at the next meeting.

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54 Meeting adjourned at 3:30 PM.  
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