

1 **Southwest Vermont Regional Technical School District (SWVRTSD)**
2 **Finance Committee Meeting Minutes, Monday, September 19, 2011**
3 **Conference Room**

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5 RGB Members present: F. Lamb, Chair; Rickey Harrington, Larry Johnson, Rick Pembroke, and
6 arriving late, Jim Boutin, RGB Chair
7 CDC represented by: Jim Culkeen, SVRTSD Superintendent/Director; Greg Lewis, Business
8 Manager
9 Recorder: Sandra Redding, Office Manager

10
11 Frank Lamb opened the meeting by requesting an update from Greg Lewis on the childcare lease
12 situation. Greg stated that Bob Montgomery, Stephannie Peters, Pam Upright and he were
13 instructed to meet and negotiate a contract for one year, thru June 30, 2012. The lease amount
14 of \$1,300. was agreed upon for a one year lease. This is a \$300. increase. The subsequent term
15 lease will be sent out to the public for bid.

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17 Rick Pembroke made the motion to recommend to the full board the \$1,300.amount for the
18 childcare lease for the year ending June 30, 2012. Rickey Harrington seconded. The motion
19 passed.

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21 The committee would like to put out an RFP for the childcare lease to the general public in early
22 January, 2012 with responses due by March 1, 2012. This would give the committee a chance to
23 review all proposals and bring a recommendation to the full board at the March meeting.

24
25 There have never been any other bidders for the childcare program. Pam Upright has been
26 running her program from the beginning, starting at \$500. The Human Services Program here at
27 the CDC certainly gets great value from the "Growing Upright" Childcare business. The
28 committee would like to know more about the use of this business and other offsite childcare
29 centers the program is involved in. What percentage and how the rotations work are of interest to
30 the committee. The committee knows that the childcare accessibility is of great value to the HS
31 program.

32
33 The childcare operation is open to the general public, not just educational employees. The
34 committee would like to know exactly what the CDC is getting from the business, who's using it
35 and how the costs break down. The committee will work with Greg to set to RFP.

36
37 The committee asked Supt. Culkeen if he had any experience with this kind of situation. He
38 replied that he had a similar program and that the lease was a three year term. He felt it would
39 be advisable to get RFPs. He will be involved with this process.

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41 The recorder was requested to remind the committee of timelines for this issue.

42
43 The lease must go to the MAU board for signature. There should not be any problems.
44 The lease shows that the CDC owns the appliances and takes care of any problems related to
45 them.

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47 Meeting adjourned at 5:45 PM.