

## **NOTICE of PUBLIC MEETING**

### **Sanborn Regional School District Budget Committee**

*Thursday, April 20, 2017 - 7:30PM*

*School Board Room #137*

*Sanborn Regional High School, Kingston*

### **Approved Minutes**

- 1. Call to Order :** Chairman Annie Collyer called the meeting to order at 7:34 PM. In attendance were Ms. Collyer, Mary Cyr, Jim Doggett, Ami Faria, Cheryl Gannon, Jack Kozec, Tammy Mahoney and Charlton Swasey.
- 2. Pledge of Allegiance**
- 3. Election of Officers:** Vice-Chairman led the election of officers for the new year. Ami Faria nominated Cheryl Gannon and Jim Doggett nominated Annie Collyer. Following statements from each candidate, members elected Annie Collyer Chairman by a paper ballot, with a vote of 6-2.  
Jim Doggett then nominated Charlton Swasey as Vice-Chairman, and he was elected 7-0-1, with Cheryl Gannon abstaining.
- 4. Ami Faria left the meeting early, as previously arranged, due to illness in her family.**
- 5. Review Agenda/Additions to Agenda: End-time –** There were not additions or changes to the agenda. The members reaffirmed the goal of ending meetings by 9:00 whenever possible.
- 6. Launchpad & Email Access:** The members all have access.
- 7. Prior Meeting Minutes: Review and approve Feb. 11, 2017:** Jim Doggett made a motion to approve the minutes of February 11, 2017. Cheryl Gannon had three corrections, and the minutes were approved unanimously as amended.

- 8. Public Comment:** Jim Baker of Newton commended Cheryl Gannon for her remarks, that reflect many of the values of the Newton-Kingston Taxpayers Association, for prudent appropriation of public monies for the best education of the children.
- 9. Committee Comment:** Cheryl Gannon and Annie Collyer both welcomed new members, and Ms. Collyer also welcomed back Cheryl Gannon and Jim Doggett, noting that Mr. Doggett is now entering his 30<sup>th</sup> year of service to the District.
- 10. School Board Report:** Tammy Mahoney, the School Board representative, gave a report that the School Board has established its subcommittees that will be meeting in coming weeks, and is in process of establishing its goals for the FY 2017-18. The next School Board meeting will be held on May 17.
- 11. RSA 32 Review :** Annie Collyer noted that the Budget Committee is established and governed under RSA 32, and she and Charlton Swasey noted some aspects of the RSA. Mr. Swasey suggested that all members keep a copy handy.
- 12. Right To Know and Quorums:** Ms. Collyer discussed the need to follow Right To Know and will post a guideline sheet on Launchpad.
- 13. Budget Committee Mission & Goal Setting:** Cheryl Gannon noted that we are in process of hiring a new Business Administrator and would like to meet with him/her in August to review the set up and any changes planned to the accounting for the District. She felt this would streamline the budget preparation process. Jim Doggett made a motion that the Chair arrange for a meeting in August. The motion passed unanimously.
- 14. Establish Procedures for Fiscal Year 2019 Budget:** Annie Collyer prepared an initial draft of some procedure guidelines, and asked the members if they would like to develop them and publish them, so the public has a quick access to how the Committee proceeds to accomplish its responsibilities under the RSA's. The majority of the committee agreed that having guidelines is a good idea, and they set up a subcommittee comprised of Cheryl Gannon, Chairman, Ami Faria and Mary Cyr.

15. **Public Comment: none**
16. **Committee Comment: none**
17. **Budget workshop schedule: Ms. Collyer noted that the School Board is requesting the budget by October 4 this year, and that the budget process will be different than in past years. They will be interviewing the leadership team throughout October and following in order to prepare a budget to recommend to the Budget Committee for review. She encouraged the members to either attend those School Board meetings or view the videos, and stated that Budget Committee review could follow those meetings. She suggested that a goal be for the School Board and Budget Committee to seek to present a consensus budget to the voters.**
18. **Upcoming Meetings:  
Mid-August**
10. **Adjourn: Jim Doggett made a motion to adjourn, it passed unanimously, and the meeting was adjourned at 8:50 PM.**

**Respectfully submitted,  
Annie Collyer,  
Secretary Pro-Tem**