

Tentative minutes of the Bethel Board of Education Finance Subcommittee Meeting held on September 30, 2013, in Board of Education Conf. Room E.

Attendance: None

Administrative Attendance: K. Smith, T. Yonsky, D. DeBlois

S. Carlsen, Chairman, called the meeting to order at 7:00 PM.

Board Members Present: Attendance Taken at 7:05 PM:

Present Board Members:

Mr. Stuart Carlsen
Mr. Scott Clayton
Mr. Larry Craybas
Mr. Ted Stevenson (Alt)

Absent Board Members:

Mrs. Kristen Lacey

1. Copier & Managed Print Contract

Discussion:

Ms. Yonsky updated the subcommittee on the RFP process for copier/managed print and recommended Base Technology as the vendor to contract with.

Motion Passed: Move to recommend to the full board to award the copier/managed print RFP to Base Technologies and to authorize the Director of Fiscal Services to enter into a contract for these services. Passed with a motion by Mr. Larry Craybas and a second by Mr. Stuart Carlsen.

Mr. Stuart Carlsen	Yes
Mr. Scott Clayton	Yes
Mr. Larry Craybas	Yes
Mr. Ted Stevenson	Yes

2. Budget Transfers

Discussion:

Budget Transfers 7/1/13 to 9/30/13 reviewed. Significant transfers reviewed in detail. Total transfers \$17,204.

Motion Passed: Move to recommend to the full Board for approval the budget transfers for the period of July 1 to September 30 of fiscal 2013-2014 as presented by the Director of Fiscal

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Services. Passed with a motion by Mr. Scott Clayton and a second by Mr. Stuart Carlsen.

Mr. Stuart Carlsen	Yes
Mr. Scott Clayton	Yes
Mr. Larry Craybas	Yes
Mr. Ted Stevenson	Yes

3. Audit Update

Discussion:

Ms. Yonsky updated the subcommittee on the audit results of Cohn Reznick for year ending 6/30/12. Very immaterial adjustments were made to the ED001. One audit recommendation was made and is being implemented to strengthen payroll internal controls.

4. Other

Discussion:

Ms. Yonsky updated the subcommittee on two legislative changes effective 7/1/13.

5. Audience Participation

Discussion:

None.

6. Adjourn

Motion Passed: Move to adjourn at 7:55 PM. Passed with a motion by Mr. Scott Clayton and a second by Mr. Stuart Carlsen.

Mr. Stuart Carlsen	Yes
Mr. Scott Clayton	Yes
Mr. Larry Craybas	Yes
Mr. Ted Stevenson	Yes

Respectfully submitted,
Susan Pare
Board Recorder