

Budget and Warrant Sub-Committee Meeting Minutes

09/12/18

Superintendent's Office

Emerson School

50 Mechanic Street

Bolton, MA 01740

Subcommittee in Attendance: Lorraine Romasco (B), Stephen Rubinstein (S)

Administration in Attendance: Brooke Clenchy, Patricia Marone

1. **Call to Order**

Stephen Rubinstein called the meeting to order.

2. **Citizen comments**

None

3. **Business**

- a. The Committee reviewed the results of operations for FY18 (period ending 6/30/18). Mr. Rubinstein requested a clarification of the final number for E&D. Supt. Clenchy said it would be finalized by the auditors when they completed their work in October.
- b. A review of the month ending budget figures for 7/31 and 8/31 will be available at the second meeting in September. It was acknowledged that the month ending figures would regularly be available at the second meeting after the close of the month.
- c. The Treasurer's Report was reviewed, and it was pointed out that this report shows the cash flows and cash on hand at the end of each month, and is significantly different from the monies the Business Manager shows have been expended and encumbered.
- d. The minutes of the 6/18 and 8/29 sub-committee meetings were reviewed. Ms. Romasco moved and Mr. Rubinstein seconded a motion that the meeting minutes be approved. The motion was approved 2-0.

4. **Items for next agenda**

Review of Treasurer's report for month ending July 2018.

Review of Month Ending reports for July and August 2018

5. Ms. Romasco moved to adjourn, Mr. Rubinstein seconded and the motion was approved 2-0.

Meeting adjourned at 5:43 PM.