

Ashford Board of Education
Ashford, Connecticut

Meeting Minutes – December 5, 2013

Finance Committee
District Office Conference Room

The meeting was called to order at 6:40 PM. Present were committee members K. Rourke, D. Wesson, J. Lippert (6:48 PM), Consultant C. Miller; D. Morgan and L. San Diego, Ashford BOE Business Office.

FY 2013 Audit

The FY 13 audit report was discussed including but not limited to cafeteria and auditor recommendations. The purchasing policy has been edited to mirror purchasing limits as per town ordinance. Also, additional levels of approval have been set to establish segregation of duties as part of the purchasing policy.

Review of FY 13 Budget Transfers

Object budget transfers for FY 13 were reviewed and discussed. The committee will recommend that the board accept the transfers as presented by Ms. Miller and the business office staff.

Minimum Budget Requirement

The MBR letter was received with a response deadline of 12/14/13 per the department of education. The town treasurer will take the lead in resolution and will advise the business office of any action required.

Next Meeting Date

Next meeting date is to be determined. The committee will review cafeteria accounts and address 2nd quarter budget transfers, per board policy, in January 2014.

Adjournment

The meeting adjourned at 7:29 PM

Recorded by: D. Wesson