

**East Lyme Board of Education - East Lyme, Connecticut
Finance, Facilities, and Operations (FFO) Committee
Meeting Minutes**

MEETING DATE: Monday, October 26, 2015

LOCATION: Room B100, East Lyme High School

ATTENDEES: Al Littlefield (Co-Chair) Tim Hagen (Board Chair), Jill Carini, Barbara Senges, Marlene Nickerson, Jeffrey Newton (Superintendent), Donna Gittleman (Interim Assistant Superintendent for Special Education and Pupil Personnel), Maria Whalen (Director of Business and Facilities), Mike Susi (East Lyme High School Principal)

1. Call to Order - Committee meeting was called to order at 6:00^{PM} by Al Littlefield (Co-Chair).

MEETING CONDUCT

A. Discussion: Class of 2010 Student Activity Account

- The Class of 2010 has requested disbursement of some of the balance-remaining funds for the purpose of funding their class reunion.
 - The Committee and the Administration did not think that such a disbursement was in tune with the original intent when the funds within the account were amassed..
 - Principal Susi and Superintendent Newton will work with representatives of this class to see if some other expenditure would be more in keeping with disbursement of the monies remaining. Committee suggestions included a contribution to the electronic high school sign or a contribution to a scholarship fund.
 - Principal Susi and Superintendent Newton will report their recommendation back to the full Board for resolution.
 - Additionally, the Committee recommended that the issue of what to do with remaining class funds (post-graduation) be sent to the Board's Policy Committee to see if a policy could be formulated to avert similar issues in the future..

B. Discussion: ELPS Revenue Accounts

- Maria Whalen, Director of Business and Facilities, indicated that the East Lyme Pool has changed their accounting to provide a Point-of-Sale (debit) to facilitate incoming revenue.
- Maria Whalen will present a complete report of the Revenue Accounts to-date at the next FFO Meeting.

C. Discussion: Monthly Budget Projection Forecast

- Maria Whalen reviewed the FY2015-16 Status of the Budget for the period ending September 30, 2015. There were no exceptional/outstanding issues.

2. Adjournment - The meeting was adjourned at 6:59^{PM}.

Respectfully Submitted,
Albert L. Littlefield, Co-Chair