

**FINANCE & AUDIT COMMITTEE
EAST HARTFORD BOARD OF EDUCATION**

**WEDNESDAY,
JULY 7, 2010**

A meeting of the East Hartford Board of Education Finance & Audit Committee was held on Wednesday, July 7, 2010, at the Board of Education Administration Building, 1110 Main Street, East Hartford, CT. The meeting was called to order at 5:30 P.M. by Chairman Ram Aberasturia.

PRESENT Ram Aberasturia, Chairman
Marcus Oladell, IV, Committee Member

ABSENT Tyron Harris, Committee Member

ALSO PRESENT Paul Mainuli, Director of Finance
Anita Morrison, BOE Member

APPROVAL OF MINUTES

MOTION By Marcus Oladell, IV
Seconded by Ram Aberasturia
To approve the Minutes of the April 7, 2010 meeting
Motion unanimously carried.

MOTION By Marcus Oladell, IV
Seconded by Ram Aberasturia
To approve the Minutes of the May 5, 2010 meeting
Motion unanimously carried.

Public Participation - None

Discussion and Possible Approval of the Finance & Audit Committee Meeting Schedule for FY 2010-11

MOTION By Marcus Oladell, IV
Seconded by Ram Aberasturia
To approve the Finance & Audit Committee Meeting Schedule
For July 7, 2010 through June 1, 2011, as presented:
All meetings will be held on Wednesdays at 5:30 P.M. in the
Board's Administration Building, 1110 Main Street:

July 7, 2010
August 11 (Tentative-Vacation)
September 1
October 6
November 3
December 1

January 12, 2011
February 2
March 2
April 6
May 4
June 1

Motion unanimously carried.

Discussion and Possible Approval of Cafeteria Equipment Bid

MOTION By Marcus Oladell, IV
Seconded by Ram Aberasturia
To approve the cafeteria equipment bid
and award to Kittredge Equipment for \$31,854.00.
Motion unanimously carried.

It was noted the price includes removal of old equipment and delivery and hook-up of new equipment. This price is based on the State Contract. Mr. Mainuli noted we were able to secure a discount due to the size of the order and delivery to the East Hartford location. The equipment will be installed by the beginning of the school year. Mr. Aberasturia asked what warrantee is available. Mr. Mainuli will get this information back to the Committee.

Mr. Mainuli also stated we would like to purchase a Big Dipper Oil Separator for the high school cafeteria. This new device to separate cooking oil for disposal is required by federal statute by July of 2011.

Discussion of Monthly Financial Reports for June 2011
(Paul Mainuli, Director of Business Services)

Mr. Mainuli reviewed the year-end financial forecast as of June 11, 2010. A projected balance as of this date is \$150,551.55.

Mr. Mainuli stated we were able to purchase all the items approved by the Board on the year end spending plan as well as meet all obligations to the Town.

Chairperson Ram Aberasturia recommended that Christopher Wethje attend a Finance & Audit Committee meeting in the near future to review the attendance policy and procedures as it impacts the use of substitute teachers through Kelly Services. He also asked that IT Department representatives, Nate Quesnel and Matt Ryan attend the September Finance & Audit Committee meeting to give an update on e-School Plus' Home Access Center.

OTHER BUSINESS - None

MOTION By Marcus Oladell, IV
Seconded by Ram Aberasturia
To adjourn the meeting of the Finance & Audit Committee
(6:44 P.M.)
Motion unanimously carried.

Recorded by: Donna Fitzgerald