

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

**WEDNESDAY,
NOVEMBER 5, 2008**

A meeting of the East Hartford Board of Education Finance & Audit Committee was held on Wednesday, November 5, 2008, at the Board of Education Administration Building, 1110 Main Street, East Hartford, CT. The meeting was called to order at 5:36 P.M. by Chairman Ram Aberasturia.

PRESENT Ram Aberasturia, Chairman
Robert Damaschi, Committee Member and BOE Member
Anita Morrison, BOE Member

ALSO PRESENT Joanne Zatarain, CPA, Business Services
Stan Staron, Purchasing Agent

ABSENT Karen S. Howe, Committee Member and BOE Member

APPROVAL OF MINUTES

MOTION By Robert Damaschi
Seconded by Ram Aberasturia
To approve the Minutes of October 1, 2008, as corrected:
Page 2: 1st paragraph, last sentence: He **requested** further
Information...
Page 2: 2nd to last paragraph, last sentence: ...be **granted**...
Motion unanimously carried.

PUBLIC PARTICIPATION – None

Discussion and Possible Approval of Smartboard Setups Bid #1618-08

MOTION By Robert Damaschi
Seconded by Ram Aberasturia
The approve Bid #1618-08, Smartboard Setups, for all three vendors
with exception noted: contingent on Town's Risk Manager
approval of HB Communications.
Motion unanimously carried.

Mr. Damaschi asked for inventory of what we presently have for Smartboards.

Discussion of Monthly Financial Report for October 2008
(Joanne Zatarain, CPA, Business Services)

Ms. Zatarain detailed, by line item, the present status of the budget. Questions pertaining to specific line items follow:

#1310 – Certified Extra Duty – Mr. Damaschi requested a breakdown of the types of programs involved in this line item;

#3300 – Other Professional Services – Mr. Damaschi requested a breakdown of this account; Mr. Aberasturia asked if there is a penalty clause for Kelly Services, should they not meet their contractual obligations.

Ms. Zatarain noted expected revenue from the following accounts:

#8940 - E-Rate	\$100,000
#8950 – Spec. Ed Tuition	\$2 million
#8960 – Medicaid Revenues	\$300,000

Mr. Aberasturia asked Ms. Zatarain to develop a report on other cost saving measures that could be taken regarding the budget.

OTHER BUSINESS

- To place on the next agenda bus contracts.

MOTION

By Robert Damaschi

Seconded by Ram Aberasturia

To adjourn the meeting of the Finance & Audit Committee
(6:15 P.M.)

Motion unanimously carried.

Recorded by: Donna Fitzgerald