

Finance Committee Draft Minutes – Wednesday, May 14th 6:30 pm Conf Room C,
Town Hall

Present – Mark LaPlaca (chair), Martha Kelly, Randy Walikonis

Staff present – Cherie Trahan- Finance Director

Other Board members (not FC) present – Katherine Paulhus, Jay Rueckl

The meeting was called to order by Mr. LaPlaca at 6:30

The committee reviewed with the Finance Director the following:

1. Detailed mileage reimbursements for last six weeks of completed expense reports.
2. Information on whether mileage reimbursement is subject to pension reporting requirements
3. Samples of other reimbursement policies and procedures from other school districts – both through CASBO and CABA.
4. Information about the costs of purchasing an energy-efficient automobile for the use of Board employees.
5. Information about the costs and legal considerations of using Town of Mansfield automobiles.

Motion by Mrs. Kelly – that the Finance Committee of the Mansfield Board of Education recommend securing the advice and services of an outside auditor to review and establish financial management guidelines, as well as formulate financial policies and procedures for the Board. These financial management policies would be used in conjunction with other Board policies. The auditor would submit a report to the Finance Committee.

Motion was seconded by Mr. Walikonis.

After discussion, the motion failed – Mrs. Kelly voting in the affirmative and Mr. Walikonis and Mr. LaPlaca voting no.

The committee requested that the Finance Director invite the current outside auditor to the next meeting to review the changes already suggested and discuss other recommendations.

The committee requested the Finance Director to audit 4 more days of completed expense reports. The specific dates to be submitted by Mrs. Kelly.

The committee requested the Finance Director begin implementation of recommendations that do not need BOE approval.

The committee agreed to meet again on during the week of June 9th, exact date and time TBA depending on member availability.

Motion by Mr. Walikonis to adjourn at 9:01 pm. Second by Mrs. Kelly. Vote – Unanimous in favor.