

**MOULTONBOROUGH ADVISORY BUDGET COMMITTEE**  
**Meeting Minutes**  
**Tuesday, Sept. 4<sup>th</sup>, 2012**

Present: Jean Beadle, Barbara Sheppard, Kathy Gary, Betsey Patten, Alan Ballard

Absent: None

Chairperson Jean Beadle called the meeting to order at 4:35 P.M. in the Moultonborough Town Hall meeting room.

The minutes of the August 21<sup>st</sup> meeting were approved unanimously following a notion made by Betsey and seconded by Alan.

The meeting started off with a review of the School June 30, FYE and MTD financial report. Various items noted were of an explanatory nature rather than specific instances of being over budget. Accounts over budget included Substitute Teachers, Teacher Retirement Accounts, School Board Services, SAU Software, and Custodial Salaries. Jean will include these items plus others that are significantly under budget in her response to the School. There was also a discrepancy between two reports where a clarification is needed. Jean presented the committee with a draft list of requests for information that would be presented to the SAU. Committee members are to review this list and submit any additional comments or requests.

Review of final results for the year estimates that the SAU was approximately \$150,000 under budget which coincides with the estimated fund balance amount to be returned to the Town by the School Business Manager at the August School Board meeting.

A budget guidance memo from Carter dated August 31, 2012 was given to committee members. This memo contains instructions to department heads requesting a level service budget for 2013 and a time line up to Town Meeting on March 16, 2013.

Jean is in the process of scheduling meetings with various department heads as previously discussed.

The next ABC meeting is at 4:30 on September 18, 2012.

A motion to adjourn was made at 5:45 P.M. by Kathy, seconded by Betsey, and approved unanimously.

Respectfully submitted,

Alan Ballard  
ABC Member  
September 11; 2012