

MOULTONBOROUGH ADVISORY BUDGET COMMITTEE

Meeting Minutes
September 12, 2013

Present: Jean Beadle, Chris Shipp, Kathy Garry, Alan Ballard, Barbara Sheppard
Absent: None
Public: Nancy Wright

Chairperson Beadle called the meeting to order at 4:30 PM in the Tutor Room of the Library.

Minutes of the August 26, 2013 meeting were unanimously approved following a motion by Chris and seconded by Kathy.

Jean reported that the library trustees had seen the ABC June 30, 2013 library report and felt that the ABC was being overly critical and overreaching its' mission. Subsequently, Phyllis Prouty has told Jean that the entire ABC is invited to attend the next library trustees meeting on October 3, 2013 at 1:00 PM.

Jean reported that the school response to the latest ABC report would be issued once Kay returned from vacation leave. Next discussed was the additional information that had been received concerning Rec. Dept. trip expenses. This report was for August and showed an YTD loss of \$12,032. Forthcoming reports will include a break out of transportation expenses, as previously requested by the ABC.

The major part of the meeting was spent going over the upcoming budget cycle. Carter has prepared the town budget guidelines along with a timeline. This memo details the basics including the BOS request for a level services budget.

Jean presented a list of budget focus items previously discussed. The library ABC focus will continue to be the concern for adequate accounting and financial reporting. A complete operating budget which includes revenues will be requested along with financial reports that are in accordance with RSA requirements. An update on all bank accounts will again be requested for funds that are publicly owned and not part of the Friends of the Library.

The major school items are Technology, Distance Learning, Vocational Education (Wolfeboro), educational offerings, and various reserves.

Town focus areas cover many topics ranging from the Revolving Rec. Fund to the VNA, the police canine program, Adele Taylor property details, gym feasibility study, and succession planning. Chief Wetherbee thoughts for staffing requirements for the Police Department will be reviewed along with Scott Kinmond's plans for additional outsourcing of DPW functions in a cost effective manner.

Other ideas for consideration are a Human Resources person for all town entities and a central business manager position. Both of these are not on the immediate horizon but it was agreed that they should be on the list for possible consideration in the future. Another topic discussed concerned management of deposits maintained with the Meredith Village Savings Bank. All town entities have a depository relationship with this bank and combined accounts are believed to be in excess of \$5,000,000. It perhaps would be beneficial if a meeting were held with the top management of MVSAB to discuss interest rates on invested funds plus bank fees and charges. The committee's feeling is that such a meeting should be recommended now and that the ABC should offer to be the facilitator. It was decided that Alan would prepare a draft memo to be reviewed at the next ABC meeting.

The next meeting will be on September 23 at 4:30 PM.

At 5:55 PM a motion to adjourn was made by Chris, seconded by Alan and approved unanimously.

Respectfully submitted,

Alan Ballard

ABC Member
September 16, 2013

Draft