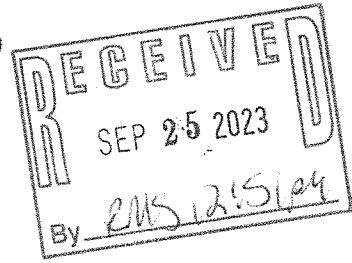


REGIONAL SCHOOL DISTRICT No. 20  
SPECIAL MEETING MINUTES  
September 14, 2023

Finance Committee



1. Call to Order The Finance Committee meeting held at James Morris School and remotely was called to order at 5:45 p.m. by Emily Cole.

Members present: John Morosani, Rob DeLayo, and Krista Rizzo. Also present: Chris Leone, Superintendent, Christine Lauretano, Tiffany Parkhouse, Joanne Moore, Emily Cole, Jennifer Munson, Alexandria Papp, Janelle Carroll, Craig Robillard, Accounting Manager, and Deanna Marchand, Region 20 Project Coordinator.

2. Review Transportation Proposal

Mr. Leone reviewed the Transportation Proposal commenting this is a competitive bid, with \$200k in savings, and a five-year agreement. He addressed questions from the committee. Mr. Leone added this is an Action Item on the Board agenda later in the evening. Should this pass by the Board vote, the next step is to negotiate a formal contract for review.

3. Review Auditor Proposal

Mr. Leone shared the Auditor Proposal noting the group is currently providing services for Region 6, Litchfield Public Schools, and the Towns of Litchfield and Morris. There is a savings component noted in the proposal as the district is no longer paying twice for services. The district verified with legal services this does not need to go to RFP. Mr. Leone closed by saying this is an Action Item on the Board agenda later in the evening. Should this pass by the Board vote, the next step is to negotiate a contract.

4. RSD6 and R20 Furniture, Technology, and Equipment Transfer

Mr. Leone commented the packet included the RSD6 and R20 Furniture, Technology, and Equipment Transfer Agreement and Appendix. Region 6 Board of Education approved this agreement at its Board meeting on September 11, 2023. The appendix represents furniture technology equipment owned by Region 6 that is known and will be transferred to Region, 20 effective, July 1, 2024. This is an Action Item on the Board agenda later in the evening.

5. Property Transition Update

The process for doing title searches has begun in the Region, 6 properties. Once all title searches come back clean the district will then move to contract to transfer the Region 6 properties to Region 20. The process with Litchfield is a bit more complex as they have to carve out some solar fields, some easements, and the decision on what happens with Plum Hill. This district is on track to be ahead with Region 6 and on time with Litchfield property transfers.

6. Insurance RFP

Mr. Leone requested the committee review the property-casualty insurance RFP in their packets as this will need to go to the full Board as an Action Item at its next meeting on September 28, 2023.

7. Google Migration Work Scope

Mr. Leone commented on the Google Migration Work Scope in the packet. There is no action needed. The goal is to bring the scope of work and contract to the October meeting as the migration is a 68 week process.

8. Chart of Accounts (Draft)

Mr. Leone reviewed a draft Chart of Accounts for Region 20 and addressed questions from the committee.

9. Finance Committee Goal Setting (Draft)

Mr. Leone circulated a draft Finance Committee Goal prepared at the Admin Retreat for review and consideration. Discussion ensued. The committee agreed to the edited version of the goal that reads: *By June 2024, the R20 BOE will create an annual budget that provides resources necessary to achieve systematic goals.*

Krista Rizzo made a motion to move the edited Finance Goal to the Long Term Planning Committee. Rob DeLayo seconded the motion. There was no further discussion. The motion passed unanimously.

10. Other Business

None

11. Adjourn There being no further business to come before this committee the meeting adjourned at 6:06 p.m.

Respectfully submitted,  
Christine Escobar  
Secretary, pro-tem