

Budget Subcommittee Meeting Minutes  
Arlington School Committee  
Thursday, Sept 26th, 2019, 8:30 a.m.

### **Attendance**

Subcommittee Members: Kirsi Allison-Ampe, Jennifer Susse, Len Kardon  
Administration: Kathleen Bodie, Superintendent  
(Michael Mason, CFO absent due to illness)

### **Public Participation**

None

**Minutes** from 6/13/19 moved for approval by LK, 2nd JS, passed 3-0

### **Budget calendar**

Add

- presentation of requests to capital planning
- financial reporting (once schedule decided upon)

### **Budget update**

- tabled because of Mr Mason's illness

### **Discussion of reporting methods, frequency, and audience**

Discussion

- quarterly more deeply
- pull out anything notable
- do monthly reporting to budget? — maybe disseminate to full committee

Highlight

- changes from what we budgeted
- cost overrun
- cost underrun

Plan to come prepared to discuss format for budget reports next meeting

### **Future enrollment estimation**

- in process of checking references for firm

### **Old business**

- budget reports for town meeting
- improve budget book
  - send link to Worcester as exemplar
  - Len to find, share other smaller district with good budget book

### **New business**

- Add fund balances, fee discussion for future agendas

9:30am moved to adjourn by JS, 2<sup>nd</sup> LK, passed 3-0