

Berlin Board of Education
Educational Resources Committee Meeting
May 13, 2019
MINUTES

In Attendance: Adam Salina, Chair
Kari Sassu

Also in attendance: Brian Benigni, Superintendent of Schools
Jeffrey Cugno, Director of Business Operations

I. Call To Order

The meeting was called to order by Mr. Salina, at 6:03 p.m., in the Meeting Room at Hubbard Elementary School.

II. Budget Discussion

Discussion ensued regarding the Monthly Budget Report and the proposed transfers to the current 2018-19 fiscal year operating budget. Mr. Cugno explained that the 4th quarter projections developed in early April presented an expected surplus in the Benefits category, as well as various deficits in other budget categories. In order to balance the budget and partially prepare for closeout in June, various transfers were proposed for Board approval. Mr. Salina asked for further clarification regarding the need for transfer of additional funds to the Administrative Salaries category. Following a short discussion, Mr. Benigni requested that Mr. Cugno provide the ERC with a more detailed report on the specific expenses included in that category following the meeting. Mr. Cugno stated that he would provide such, and would answer any other related questions upon submission. Mr. Cugno noted that he also planned to recommend additional transfers in the coming month.

III. Adjournment

The meeting adjourned at 6:30 p.m.

Respectfully submitted,

Jeffrey Cugno, Director of Business Operations