

Berlin Board of Education
Finance and Operations Committee Meeting
May 9, 2022
MINUTES

In Attendance: Timothy Oakes, Chair
Adam Salina
Matthew Tencza

Also in attendance: Brian Benigni, Superintendent of Schools
Jeffery Cugno, Director of Operations
Ashley Dorsey, Director of Finance

I. Call to Order

The meeting was called to order by Mr. Oakes at 7:33am.

II. End-of-Year Purchasing

Ms. Dorsey presented the estimated end-of year funds available for the current fiscal year. Also presented was a list of equipment and capital improvement requests that were cut from the fiscal year 23 budget to meet the \$1,040,000 reduction proposed by the Board of Finance in April. The group reviewed the list and discussed using end of year funds to purchase equipment and improvements cut from upcoming budget.

III. Copier Contract

Ms. Dorsey presented the results of the latest copier bid. The current contract will expire in August 2022. The committee reviewed the information from the lowest bidder and discussed bringing it to the Board for its approval at the June meeting.

IV. Multi Factor Authentication

Ms. Dorsey informed the committee of the new insurance requirements relative to cyber security. The insurance carrier requires Multi Factor Authentication (MFA) for all staff and board members with network access to be enable not later than July 1, 2022. Any staff or board member who does not enable MFA on will not be able to access the network after July 1.

V. Head Custodian Interviews and Transfer

Mr. Cugno informed the committee of anticipated changes within the Head Custodian group as a result of an upcoming retirement at Griswold Elementary School. Mr. Cugno is reviewing candidates with the Lead Head Custodian and is hopeful to have the position filled as soon as possible.

VI. Adjournment

The meeting adjourned at 8:12am.

Respectfully submitted,

Ashley L. Dorsey
Director of Finance