



Board Minutes: December 17, 2015
Location: 36 Middlesex Turnpike, Bedford MA.

In attendance:

LABBB Board of Directors:

Dr. Eric Conti, Burlington (Board Chairman)
Mr. Jonathan Phelan, Belmont
Dr. Mary Czajkowski, Lexington
Dr. Kathy Bodie, Arlington
Mr. Jonathan Sills, Bedford

LABBB Central Office:

Patric Barbieri, Executive Director
Gerry Mazor, Director of Special Projects

AGENDA

Dr. Conti called the meeting to order at 9:10 am

- Public Participation
 - No public participation
- Mr. Jon Sills made a motion to approve minutes of September 16, 2015. Seconded by Dr. Kathy Bodie. All in favor: 3-0 (Dr. Eric Conti and Dr. Mary Czajkowski abstained)

Discussion Items:

- **Presentation of FY15 Independent Audit: Fritz and Deguglielmo**
 - No discrepancies or findings in Audit Report
 - Management letter recommendations have been implemented from FY14 report including:
 - New Software system for Purchase orders and finances
 - Procurement policy
 - Auditors recommended that we do not include annual unfunded liability contribution in overall budget. At this time LABBB is paying for current unfunded liabilities in budget.
 - Auditor's recommended that LABBB find a person who can do an actuarial study that is more specific to GASB 45 and gives auditors more specific data for financial disclosers. Executive Director will consult with Auditors prior to our next actuarial student in August 2016.
 - LABBB has set up a "Sweep" account with Rockland Trust to protect funds. This was approved by the auditors.

- **Ed Bouquillon, Superintendent of Minuteman Tech joined the board meeting to discuss LABBB's partnership with Minuteman Tech and their new building project.**
 - LABBB would like to continue its partnership with Minuteman Tech and be a part of the new building that they are planning to build. Minuteman is currently working with MSBA to determine the plans for this building project.
 - The LABBB board discussed the impact of the dept costs associated with the new building and LABBB space. Minuteman Superintendent would like LABBB to contribute to the dept costs of the designated LABBB space? The LABBB Board and the Superintendent of Minuteman Tech discussed possible ways to solve this issue.
 - Bill H.3938 is currently in legislation. This bill would give districts credits for Collaborative space. We do not anticipate that this bill will pass in time of the new Minuteman Building project.
 - We discussed the possibility of Minuteman becoming a member of LABBB or LABBB become a member of Minuteman?
 - Executive Director will contact DESE to ask if it is possible for LABBB to become a member of Minuteman.
- **Board of Directors discussed financial contract with EDCO Collaborative.**
 - Executive Director stated that LABBB has not received any monthly financial statements or aging reports in FY16.
 - The new software (Infinite Visions) that has been purchased does not have budget information that is accessible at this time.
 - Given that the study of the three collaborative is going on at this time, we will discuss this further at our February Board meeting.
- **Recommended Action Items:**
 - Dr. Eric Conti made a motion to approve FY15 end of the year financial audit, Seconded by Dr. Kathy Bodie. All in favor: 5-0
 - Dr. Kathy Bodie made a motion to approve FY15 Annual Report, seconded by Mr. Jon Phelan. All in favor: 5-0

Adjournment: Dr. Conti made a motion to adjourn meeting at 10:15, seconded by Mr. Jon Sills.

